

**CITY COMMISSION OF THE CITY OF PAHOKEE
COMMISSION WORKSHOP MINUTES
Tuesday, February 3rd, 2015**

Pursuant to due notice the regularly scheduled Commission workshop meeting was held in the Commission Chambers at 360 E. Main St., Pahokee, Palm Beach County, Florida on February 3, 2015.

The meeting was called to order by Mayor Walkes at 10:00 a.m.

Official attendance was recorded as follows:

<u>Roll Call:</u>	Mayor Colin Walkes	Present
	City Commissioner Keith Babb	Present
	Commissioner Allie Biggs	Present
	Commissioner Felisia Hill	Absent
	Vice Mayor Diane Walker	Present
	Interim City Manager Arthur Ivester	Present
	City Attorney Gary Brandenburg	Absent
	Sergeant At Arms Lt. Picciolo	Absent
	City Clerk Anika Sinclair	Present

Topic:

City Manager's Interview

The Commission interviewed Chandler Williamson, Michael Jackson, and Lawrence Cappola. The following questions were asked:

Describe any experience you have had in retaining businesses or attracting new ones?

What makes you the best Candidate for the job? What unique qualities do you possess that make you stand out above other applicants?

What aspect of our City would you emphasize in promoting economic development?

Using past experiences, explain your philosophy of budget management. How often do you review budget-monitoring reports? How often are such reports provided to your line managers, senior staff, and elected officials?

Please share with us your background in general and the experiences you've had that will assist, if you are selected as our City Manager?

What is important to you, in establishing effective working relations in general?

Have you had experience in all areas of local government service? If you have not had experience in certain fields, what are they? How would you approach management in these areas?

How will you go about assessing the strengths and weaknesses of the organization and identifying opportunities to improve?

To what extent do you believe contact with citizens, neighborhoods, and citizen groups are important? How do you typically handle this responsibility?

What are your thoughts, with respect to performance evaluation? What process do you follow to set objectives and monitor performances?

From your vantage point, what do you believe to be the challenges and opportunities facing our organization? How is this likely to change in the future?

What particular experience do you have, with respect to budget preparation and finance? Give specific examples of how you addressed cost reduction in your most recent position.

How do you view the relationship between the manager and the City Commission? How do you view your relationship with departmental heads and local government staff?

What will your first steps be upon assuming responsibility for this position? What do you hope to accomplish in your first year?

How does your experience qualify you for this position?

If you were asked by a commissioner to do something unethical, how would you handle it?

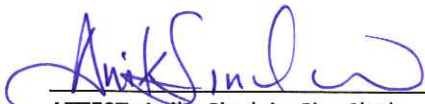
What techniques have you found to be most successful in assisting local government officials with establishing and implementing long and short range goals for the community?

What experience have you had, working on an intergovernmental or interagency basis? Have you worked directly with the state and federal governments, Commission government and other unit of local government?

How do you describe your management style?

If you are selected beyond this interview to move forward in the process and the City was to do an extensive background check, is there anything we should be aware of?

There being no further business to discuss, Mayor Walkes adjourns the meeting at 4:00 p.m.



ATTEST: Anika Sinclair, City Clerk



Colin O. Walkes, Mayor