

**CITY OF TREASURE ISLAND
BOARD OF COMMISSIONERS SPECIAL WORKSHOP
April 28, 2004
12:00 p.m.**

A. SILENT ROLL:

Mayor Mary Maloof		Present
Commissioner Phil Collins		Present
Commissioner Ed Gayton		Present
Commissioner Richard Kraus	Vice-Mayor	Present
Commissioner Alan Bildz		Present

B. CITY ATTORNEY INTERVIEWS:

1. Mayor Maloof called the workshop to order at 12:00 p.m. She stated that the Commission will evaluate finalist candidates for the position of City Attorney and the Commission will meet with the City Manager to discuss hiring a new City Manager.
2. The Commission discussed the finalist candidates, Paul Marino, Jim Denhardt and Maura Kiefer.
3. The Commissioners made the following final selections for the position of City Attorney:

Commissioner Collins selected Ms. Maura Kiefer.
Commissioner Gayton selected Mr. Marino.
Commissioner Kraus selected Ms. Maura Kiefer.
Commissioner Bildz selected Ms. Maura Kiefer.
Mayor Maloof selected Ms. Maura Kiefer.
4. The Commission ultimately selected Ms. Maura Kiefer as the new City Attorney. Mayor Maloof stated that she would ask the City Manager to contact all 3 candidates.
5. Commissioner Kraus will ask Ms. Kiefer to submit an engagement letter that includes an annual evaluation. The Commission agreed that an employment contract would also be acceptable.
6. Mayor Maloof will contact City Attorney Jim Denhardt to notify him of the Commission's decision to select Ms. Maura Kiefer as the new City Attorney.
7. Commissioner Collins will meet with Mr. Jim Denhardt to go over his separation from the City if necessary.

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C. CITY MANAGER SELECTION PROCESS:

1. The City Manager stated that the Commission can use an in-house approach utilizing the Personnel Director and/or hire an executive search firm to search for a new City Manager. He recommended the executive search firms of Mr. Bob Chambers and the Mercer Group. He suggested putting out an RFP to help establish the interests of executive search firms in this project.
2. The Commission agreed to develop a profile for hiring a new City Manager.
3. The City Manager stated that the Commission will need to appoint an interim City Manager in addition to selecting a permanent City Manager.
4. The City Manager stated that he would include the recruitment brochure from the Mercer Group and the section of the Charter relating to hiring a City Manager in the Commissioners' agenda packets for the Commission workshop on Tuesday, May 4th.
5. The City Manager recommended the use of an executive search firm to assist in the City Manager recruitment process.
6. The City Manager stated that there is a Range Rider Program that is made up of former City Managers through the International City/County Management Association (ICMA) that may serve as a resource for selecting an interim City Manager.
7. The Commission directed the City Manager to put out an RFP for an executive search firm.
8. The City Manager stated that the interim City Manager is usually not a candidate for the permanent position of City Manager.
9. The meeting was adjourned at approximately 2:00 p.m.

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D. ADJOURNMENT:

Mary Maloof, Mayor

Phil Collins - District 1

Ed Gayton - District 2

Richard Kraus - District 3

Alan Bildz - District 4

ATTEST:

Charles S. Coward, City Clerk