

**CITY OF WHITEWATER
COMMON COUNCIL AGENDA**

Friday, September 21, 2012 – 8:30 a.m.
& Saturday, September 22, 2012 – 8:00 a.m.
Community Room, City Hall
312 W. Whitewater St., Whitewater, Wisconsin

**CITY OF WHITEWATER, WISCONSIN - CITY MANAGER RECRUITMENT
SELECTION PROCESS ACTIVITIES SCHEDULE**

Friday-Saturday, September 21-22, 2012

DATE – TIME ACTIVITY

Friday, September 21 COMMUNITY ORIENTATION TOURS

8:30 a.m. – 3:00 p.m. Community and City Facility Orientation Tours will be hosted by the Director of Public Works and a local real estate person. Candidates will be picked up at City Hall in the City Clerk's Office.

8:30 a.m. – 10:30 a.m. Edward Gil de Rubio
10:00 a.m. – 12:00 p.m. Richard Johnston
11:30 p.m. – 1:30 p.m. Jeffrey Kooistra
1:00 p.m. – 3:00 p.m. Paul Moderacki

MEETING WITH MANAGEMENT STAFF

Candidates will be given the opportunity to meet with the management staff of the City. The meetings will take place in the conference room on the second floor of City Hall

9:30 a.m.- 10:15 a.m. Jeffrey Koositra
11:00 a.m.- 11:45 a.m. Paul Moderacki
12:30 p.m.- 1:15 p.m. Edward Gil de Rubio
2:00 p.m. – 2:45 p.m. Richard Johnston
2:45 p.m. – 3:30 p.m. Cameron Clapper

HYPOTHETICAL WRITING EXERCISE

Candidates will respond to two written questions in a report type format. The exercise is intended to assess the Candidates writing skills and analytical skills. The exercise will take place in the City Manager's Office on the second floor of the Municipal Building.

8:00 a.m. – 9:00 a.m. Jeffrey Koositra
9:00 a.m. – 10:00 a.m. Paul Moderacki
10:00 a.m. – 11:00 a.m. Cameron Clapper
11:00 a.m. – 12:00 p.m. Edward Gil de Rubio
1:00 p.m. – 2:00 p.m. Richard Johnston

4:00 p.m. – 5:30 p.m. COMMUNITY RECEPTION – MEET AND GREET

Innovation Center Atrium, 1221 Innovation Drive in Whitewater –

Candidates will meet members of the Whitewater Community

6:30 p.m. – 8:30 p.m. COMMUNITY PUBLIC FORUM

Candidates will respond to questions from the Whitewater community. The forum will be held in the Council Chambers in the Municipal Building at 312 West Whitewater Street. The session will be moderated by Jan Bilgen, former City Council Member.

DATE – TIME ACTIVITY

Saturday, September 22 CONSULTANT/CITY COUNCIL ORIENTATION 8:00 a.m. – 5:00 p.m. CANDIDATE INTERVIEWS WITH CITY COUNCIL

The interviews will be conducted in the Conference Room on the Second Floor of the Municipals Building, located at 312 West Whitewater Street in Whitewater. Candidates should arrive approximately 10 minutes early for their interview.

INTERVIEW

8:00 a.m. – 8:30 a.m. Consultant and Council Orientation
8:30 a.m. – 9:30 a.m. Candidate: Cameron Clapper
9:30 a.m. – 10:30 a.m. Candidate: Edward Gil de Rubio
10:30 a.m. – 11:30 a.m. Candidate: Richard Johnston
11:30 a.m. -12:30 p.m. Candidate: Jeffrey Kooistra
12:30 p.m. – 1:00 p.m. **BUFFET LUNCH FOR CITY COUNCIL**
1:00 p.m. – 2:00 p.m. Candidate Paul Moderacki
2:00 p.m. – 2:30 p.m. Feedback from Management Staff Representative
2:30 p.m. – 3:00 p.m. Deliberation and Selection of Finalist Candidates for Second Interview

SECOND INTERVIEWS

3:00 p.m. – 3:45 p.m. Candidate #1
3:45 p.m. – 4:30 p.m. Candidate #2
4:30 p.m. – 5:00 p.m. Deliberation and Decision

LODGING for Candidates will be provided at the Baymont Inn & Suites, 1355 West Main Street. Rooms have been reserved under the Candidate's name. The hotel billing will go directly to the City of Whitewater.

TOURS OF THE COMMUNITY will be conducted by the Director of Public Works and a real estate person for approximately two hours (one hour for each representative). Please meet in the City Clerk's Office in the Municipal Building at 312 W. Whitewater Street at the designated time for the start of the tour. Spouses are invited to the second half of the tour by the real estate person.

CANDIDATE INTERVIEWS will be held in the second floor conference room in the Municipal Building, 312 West Whitewater Street. Candidates should arrive approximately 10 minutes before the time of their interview in the lobby outside the elevator on the second floor.

EVALUATION OF CANDIDATES - All Candidates will be contacted and informed of the status of their candidacy on Saturday after the Council deliberation by the consultant.

EXPENSE REIMBURSEMENT for costs incurred by Candidate for travel, meals and incidental expenses will be reimbursed upon Candidate's submittal of expense itemization to:
Michelle Smith City Clerk, City of Whitewater – 312 W. Whitewater Street – Whitewater, WI

EXECUTIVE SESSION. Adjourn to Closed Session, TO RECONVENE, pursuant to Ch. 19.85(1)(c) "Considering employment, promotion, compensation, or performance evaluation data of any public

employee over which the governmental body has jurisdiction or exercises responsibility. Item to be Discussed: City Manager Employment

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk at least 72 hours prior to the meeting.

- **Items denoted with asterisks will be approved on the Consent Agenda unless any council member requests that it be removed for individual discussion.**