

**CITY OF BLACK DIAMOND CITY COUNCIL
WORKSTUDY NOTES**

June 19, 2012

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

Mayor Olness called the meeting to order at 4:32 p.m.

PRESENT: Councilmembers Deady, Goodwin, May, Benson and Taylor.

ABSENT: None

Staff present: Brenda L. Martinez, City Clerk.

Interim City Administrator Position

Mayor Olness stated this is another workstudy regarding the Interim City Administrator position. She added Mr. Prothman and Mr. Butkus are here today at Council's request to discuss and interview Mr. Prothman's candidate of Mr. Pete Butkus for placement as the City's Interim City Administrator position.

The following list is a sample of the questions or issues asked by Council:

- What do you foresee as the biggest challenge of being the Interim City Administrator with Black Diamond?
- Experience with Capital Improvement Plans and grant funding.
- How do you educate, encourage and motivate staff and council?
- Have you seen other communities use a council liaison with staff and then report back at council workstudies?
- How does this role in here in Black Diamond compare to what you faced in the City of Sammamish?
- What is your experience with conflict resolution?
- Have you ever had to fire or reprimand an employee and what is the process?
- Communication style.
- Why do you want to come here?

Mayor Olness reported funding for this position is a reallocation of funds from a YarrowBay processing fee in conjunction with City funds. She noted the split will be 75% YarrowBay and 25% City funds.


Following discussion there was Council consensus to move forward with a special meeting next week at 4:00 p.m. on a date to be determined by the Mayor to do a budget amendment and confirmation of the position.

A **motion** was made by Councilmember Deady and **seconded** by Councilmember Benson to adjourn the meeting. Motion **passed** with all voting in favor (5-0).

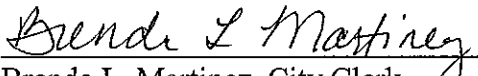
ADJOURNMENT:

The workstudy ended at 5:43 p.m.

ATTEST:



Rebecca Olness, Mayor



Brenda L. Martinez, City Clerk