



MEMORANDUM

DATE: February 21, 2023
TO: Honorable Mayor and City Councilmembers
FROM: Dave Perrault, City Administrator
SUBJECT: JDA Chair Interview and Selection Process

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

For Council Consideration

Council may direct Staff on the interview and selection process for the JDA Chair.

Background

Applications for the JDA Chair close on February 24th, Council should be ready at this evening’s meeting to talk about the timing for JDA Chair interviews and direct staff accordingly.

A few items to consider:

- Will there be only one round of interviews (previously, only one round was needed)?
- Will the entire Council be involved in the interviews (previously, the whole Council was included)?
- Will the interviews be spread over more than one evening or will there be only one night for interviews?
- Timing for approval, the next regular Council meeting will occur on March 13th, should Council want to appoint at this meeting interviews and selection will need to be completed.
- How will interview questions be determined? The City Administrator can distribute the previously used questions to Council prior for feedback, but who will have the final say on the questions to be asked?

Budget Impact

N/A

Attachment

N/A