



The City of Taylorsville
Mayoral Selection Process
January 9, 2013

Dear Mayoral Applicant:

On January 2, 2013, the Taylorsville City Council approved the details of the process for appointing an individual to fill the unexpired term of Mayor Russ Wall. The Council has instructed me to forward this information to you in preparation for the interview and appointment process scheduled for January 9, 2013.

Mayoral Appointment Process:

- I. The framework to fill an unexpired term of a municipal elected official is set by Utah law and can be found in the Utah Code Annotated (UCA).
 - A. UCA 20A-1-510 identifies the process and requires the legislative body to make the appointment of the municipal executive. The legislation does not allow for any local change to the appointment process such as a special election. If the appointed individual desires to continue serving as Mayor beyond December 2013, he/she will be required to run for election in November 2013. The election filing period is June 1 – June 15, 2013.
 - B. The law requires that each person whose name was submitted for consideration and meets the qualifications for office will be interviewed in an open meeting, scheduled for January 9, 2013, beginning at 6:30 p.m.
 - C. Council members will vote to appoint a person to fill the unexpired term of Mayor Russ Wall following the interview process.

- II. Qualified applicants are requested to submit to City Recorder Cheryl Peacock Cottle, as soon as possible before the January 9, 2013 Special City Council Meeting, the following information:
 - A. A statement of qualifications (not to exceed 200 words).
 - B. A written description of the applicant's vision for the city. This statement may be in addition to the 200-word statement identified in II A.
 - C. Resume or Vita, as well as any other materials each applicant believes would be helpful to the Council in making an informed decision.

- III. The City Council has asked that the City Administrator act as facilitator in presenting questions to each of the applicants. As such, I am asking that each participant agree to the following process:
 - A. Responses will be limited to 3 minutes for each question. Please respect the time allotment so that all participants are given a fair and equal opportunity to share their answers with the council.

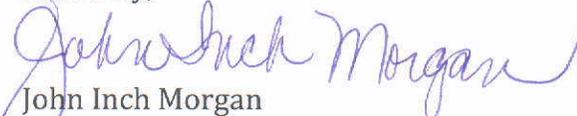
1. We will conduct this portion of the interview process with a timer, where the speaker will be given a signal when 15 seconds are remaining of the three minutes to allow the speaker to summarize their thoughts and answers.
 2. Please be respectful of the other participants' answers and time allotment. This is not a debate of issues, but an opportunity to share your qualifications and vision for your administration as CEO of the City of Taylorsville.
 3. I will also be asking citizens in attendance to respect the time allotment and the information that is being provided to the council by individual applicants. There should be no campaigning or electioneering in the City Council Chambers. There should be no cheering, jeering, or applause during this process.
- B. Each applicant will be asked to respond to the following questions. Numbers will be placed in a hat and drawn by each applicant to determine the interview order.
1. Why are you uniquely qualified to be the Mayor of the City of Taylorsville?
 2. If you were appointed as mayor, what are your first and most important priorities; what actions would you take, or what things would you change?
 3. As the new mayor, you must be able to quickly establish your credibility and integrate yourself into various organizations and the community. What steps would you take to accomplish this feat?
 4. Please share with the Council your past service to the city, either as an appointed volunteer, a community project participant, or in any other capacity.

Other potential questions (second round)

5. What is your fiscal philosophy? Under what circumstances would you consider tax increases and/or bonding?
6. How would you describe your leadership and management style as a CEO? Please share an example of your leadership/management style as a supervisor.
7. Please provide an example of successful negotiation and what each side gained and lost.
8. Please share your experience with legislative matters, either on the state or federal level.
9. How willing are you to receive and implement constructive feedback from others?

Thank you for your willingness to serve our City and participate in the process.

Sincerely,


John Inch Morgan
City Administrator/City Treasurer