

## Applicant Contact Information

Applicant Name MIKE PENCE  
Street Address 41 VILLAGE GREEN  
Mailing Address SEQUIM, WA 98382  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone 816-520-0877  
E-Mail Address MDPENCE@SBLGLOBAL.NET

## Supplemental Questions

On a separate page, please respond to the following questions regarding your interest in the office of City of Sequim, Council Position No. 2.

1. How long have you lived within the city limits of the City of Sequim? Describe any involvement you currently have in the community and any past relevant activities.
2. What in your opinion is the role of City government in general? Why is it important?
3. Why are you interested in serving the City of Sequim as a City Councilmember? What skills and perspective do you anticipate contributing?
4. Describe your priorities and what you would hope to accomplish if you are appointed to the Sequim City Council.
5. Provide an example or examples of times when you collaborated to arrive at the best decision for everyone involved.
6. Provide an example of a time when you had to support a decision that you may not have agreed with and how you dealt with the circumstance.
7. City Council actions or decisions are not always popular with the citizens. How would you handle a phone call from a citizen who is angry with the decision that was made?

## Cover Letter & Resume

Please attach to this application a cover letter and a resume, along with your answers to the Supplemental Questions. Please email or send by regular mail for receipt no later than 4:00 p.m. on Friday, March 13, 2020 to:

**Sara McMillon, City Clerk**  
**Councilmember Application**  
**152 West Cedar Street**  
**Sequim WA 98382**  
**[smcmillon@sequimwa.gov](mailto:smcmillon@sequimwa.gov)**

Sara McMillon  
City Clerk  
City of Sequim  
Sequim , Washington

Please find attached my resume and application for the currently vacant seat on City Council.

I believe my work history and life experience qualify me for this appointment.

Since retiring I now feel it is time to become involved in city government to help in anyway I can to continue the community spirit of Sequim.

Sincerely,

A handwritten signature in black ink that reads "Mike Pence". The signature is written in a cursive style with a large, prominent "M" and "P".

Mike Pence

## Supplemental Answers to Questions

- #1 I have lived in Sequim for over one year.
- #2 The role of city government is to provide for the best environment possible for it's citizens. The City Council set policies they see as being in the best interest of the community, city staff are there to implement those policies. Governments on a local level are needed because the Federal, State and County governments are just to large for the citizens to feel convertible contacting.
- #3 I would like to contribute to the orderly progress of the city. I fell my 33 years of municipal government experience gives me great in site into solving problems on a local level, and a great advantage of being able to listen to the facts and make good decisions.
- #4 To let Sequim stand head and shoulders above the other towns in the area as the best to live and work in. And to continue the efforts to improve the central business district down town as well as our other commercial areas.
- #5 I have worked with many city boards and city council on many different issues. The best decisions are made by developing different options to accomplish a goal , discussing the options usually arrives at he best solution which will meet the goal.
- #6 We live in a democratic society, you are allowed to persent your point, but in the end the majority rules. If you don't agree, next time present a better argument.
- #7 Diplomatically -- listen to the caller and their concerns and just what they are upset about. In a calm voice explain why a decision was made. There is usually some common ground to be found to work with. Most of the time people get angry because they don't have all the facts, explain to them the facts that were used to bxase the decisions on.  
And always end the conversation on a friendly note.

CONFIDENTIAL RESUME  
Of  
MICHAEL DAVID PENCE

41 Village Green  
Sequim, Washington 98382  
Phone 816-520-0877

Personal Data : Age- 68  
Marital Status - Married  
Retired - 2009

Education: BS in Political Science  
Northeast Missouri State University

Governmental  
Experience : DIRECTOR OF PUBLIC WORKS -- October 1988 to October 2009  
City of Liberty , Missouri

RESPONSIBILITIES included the management, supervision and coordination of the following functional areas:

WATER DEPARTMENT --Supervision and development of a department which included the production, distribution and maintenance.

SEWER DEPARTMENT -- Supervision and development of a department which included treatment, collection and maintenance.

STREET DEPARTMENT -- Supervision and direction of a department and programs to produce a schedule of street maintenance including snow removal.

COMMITTEES -- Coordination and support to various city committees and city council

BUDGET -- Budget process and formulation, budget management and reporting.

GOVERNMENTAL  
EXPERIENCE:

DIRECTOR OF PUBLIC WORKS

City of Mustang, Oklahoma - June, 1982 to August, 1987

RESPONSIBILITIES included the management, supervision and coordination for the following functional areas:

Street Department - Supervision and development of programs to produce a schedule of street maintenance on the 65 miles of streets and roads.

Water/Sewer Department - Supervision and development of a department which was able to respond to all line maintenance needs. This department maintained 80 miles of water lines and 50 miles of sewer lines.

Sanitation Department - Supervision and direction of this city service through formulation of disposal routing systems and equipment changes.

Vehicle Maintenance - Supervision and coordination of the central garage operation. All city rolling stock, except fire equipment, was maintained and repaired by this department.

Parks Department - Supervision and development of the city's 96 acres of public parks, including the municipal pool.

Committees - Coordination and support to various city committees, including design and revision of programs, systems, procedures and methods of operations.

Budget - Budget process and formulation, budget management and reporting.

Others - Served as Acting City Manager from May, 1984 to December, 1984.

Served as Director of Community Development, a division within Public Works, from June, 1982 to October, 1983.

CITY ADMINISTRATOR

City of Oak Grove, Missouri - September, 1980 to December, 1981

RESPONSIBILITIES included the management, supervision and coordination of all city services, facilities and functions.

As this city's first city administrator, I was a one-man operation, responsible for budgeting, finance, purchasing, personnel, planning and the day-to-day operational procedures for all departments. Many new and different policies and organizational programs were developed and implemented. The development of these policies and programs lead to an efficient and economically sound municipal government which was responsible to the needs of the citizens.

DIRECTOR OF HOUSING AND COMMUNITY DEVELOPMENT

City of Flat River, Missouri - January, 1978 to September, 1980

RESPONSIBILITIES included the management, supervision and coordination of the following areas:

Intergovernmental Relations - Research, development, authorship and administration of federal and state application for funds. Worked with other public and private groups in search of federal funds.

Housing - Supervision and coordination of housing programs, public relations and citizen acceptance and participation in an overall plan.

Recreation - Supervision and development of an area-wide recreation program, generation of citizen participation and coordination between other public programs.

Committees - Supervision and coordination of City Committees and boards and speaking before civic groups.

Budget - Budget process and formulation, budget management and reporting.

ADMINISTRATIVE ASSISTANT TO THE CITY MANAGER

City of Kirksville, Missouri - September, 1976 to January, 1978

RESPONSIBILITIES included the following functional areas:

Purchasing - Centralized office supply management, coordination of specification writing, bid letting and inventory control.

Budget - Budget process and formulation, budget management and reporting.

Finance - Surveying and development of a ten-year capital improvement plan covering all city departments and purchase order writing.

Intergovernmental Relations - Including research, authorship and submission of Federal and State grants and coordination with the regional planning commission on programs and projects.

Housing - Administering a Section 8 Housing Assistance Program, coordination with Housing Authority on existing housing programs.

Recreation - Development of a city-wide recreation program to increase the participation of youngsters and coordination with recreational activities offered by private concerns.

Committees - Coordination and support service to various city committees, including design and revision of programs, systems, procedures and methods of operation, speaking before civic groups and student groups and participation on the City's bimonthly radio program.