

## **MEMORANDUM**

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**DATE:** October 16, 2020

**TO:** Honorable Mayor and City Commissioners

**FROM:** James Slaton, Interim City Manager

**SUBJECT:** Selection of a City Manager.

**SYNOPSIS:** *The City Commission will consider options for selecting a new City Manager.*

### **RECOMMENDATION**

Review and select an option for the City Manager search process.

### **BACKGROUND**

Following City Manager Kenneth Fields' retirement on June 2, 2020, the City Commission appointed James Slaton as Interim City Manager. At the time of appointment, there was interest in making a decision on how to select a new City Manager following the start of the 20'21 fiscal year (October 1, 2020).

### **OPTIONS**

1. Direct Staff to prepare options for a search lead by a National Recruiting Firm (typically takes four to six months).
2. Direct Staff to prepare an agreement with the Florida City-County Management Association Senior Advisors group.
3. Direct internal Staff to conduct a City Manager search (typically takes three to four months).
4. Take no action, continue with Interim City Manager James Slaton and revisit the matter at a future meeting.
5. Appoint James Slaton as the City Manager.

### **FISCAL IMPACT**

Varying costs dependent on variables associated with each option.

The National Recruiting Firm option costs approximately \$20,000 to \$35,000.

Florida City-County Management Association Senior Advisors group at no cost, excluding background investigations, which can cost about \$2,500 per candidate if done by an outside firm.

The internal search option has no additional costs.

Appointing James Slaton will require a contract negotiation.

### **ATTACHMENTS**

June 12, 2020 City Manager Search Memo – Sandra Davis

June 23, 2020 City Manager Selection Process Memo – Kenneth Parker