



TOWN MANAGER SEARCH

Requested Action: Council feedback on how to proceed is requested.

SUMMARY

Mr. Justin Longino will be leaving his post as Town Manager on September 8th, 2023. Due to this vacancy, staff requests feedback on two specific items:

1. How to handle the search process for a new manager
 - a. Staff recommends utilizing the Foothills Regional Commission (also called COG – Council of Governments). Their new executive director will outline the process for staff Tuesday (8/1) morning. Staff will have specific details to share at the meeting.
 - b. Council can seek assistance from a consulting group to conduct a search. Staff can prepare several options for this. They would have a process similar to the COG.
 - c. Council can run the process themselves.
2. Interim Manager responsibilities. NCGS 160A-150 “states that when the position of city manager is vacant, the council shall designate a qualified person to exercise the powers and perform the duties of manager until the vacancy is filled.”
 - a. This can be done at the September 5th meeting.
 - b. The COG will also outline services they can provide that staff will present at the meeting.
 - c. The Council can request the NC League of Municipalities provide a recommendation for an interim manager. These recommendations are usually pulled from a list of retired managers in the region that are willing to serve in an interim capacity.
 - d. Staff recommends an outside group or person is brought in to fill this capacity. Current projects would be best served with an additional person rather than adding more to the plates of existing employees and someone with experience in grant and project management will be extremely helpful.

MATERIALS PROVIDED

- None