

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** May 4, 2021

**DEPARTMENT:** Commission

**TITLE:**

Appointing the Interim City Manager.

**SUMMARY:**

The current City Manager, Michael Bornstein, submitted his resignation on April 6, 2021 starting a 60 day provision in his contract, ending on June 6, 2021. While the City has engaged Colin Baenziger and Associates to help find the next City Manager, it will take several months or longer before a final selection process is completed. During this time, the City Commission needs to identify an Interim City Manager for continuity of operations.

**BACKGROUND AND JUSTIFICATION:**

City Manager Michael Bornstein submitted his letter of resignation on April 6, 2021 triggering a 60 day notification requirement in his contract. The City Commission has hired Colin Baenziger and Associates, a Recruitment Firm with familiarity of the City of Lake Worth Beach, to conduct a nationwide search to find a City Manager who can achieve the priorities identified by the Mayor and Commissioners. The search process is estimated to take approximately 90 days.

While the search begins for a new City Manager, there will be a period of time when City Manager Michael Bornstein resigns and a new City Manager is selected. During this period, the Commission should designate an Interim City Manager to provide stability and consistency in the City organization and to ensure Commission business continues uninterrupted. Additionally, the City is beginning the budget process, preparing for the upcoming hurricane season and is still dealing with the COVID-19 response.

The current Assistant City Manager, Juan Ruiz has regularly served as Acting City Manager when Mr. Bornstein has been out. He has also served the City for over twelve years and has an in depth knowledge of the organization as well as extensive working experience with the Management Team, fellow governmental agencies, community partners, and, City residents and businesses.

**MOTION:**

Move to approve/disapprove appointing Juan Ruiz as Interim City Manager and authorizing the City Attorney to negotiate a contract and bring back to the City Commission for approval.

**ATTACHMENT(S):**

Fiscal Impact Analysis – N/A