



Levy County Board of County Commissioners Agenda Item Summary Form

1. **Name:** Nicolle Shalley
2. **Organization/Title/Telephone:** County Attorney/352-486-3389
3. **Meeting Date:** Tuesday, July 16, 2024

4. **Requested Motion/Action:**

Requesting the Levy County Board of County Commissioners receive a presentation from County Staff regarding the hiring process for the County Manager position, discuss and finalize the process.

5. **Agenda Presentation:** Yes No N/A

6. **Time Requested:** 5 minutes
(Request will be granted if Possible) allotted time not more than 15 minutes

7. **Is this Item Budgeted (If Applicable):** Yes No N/A

8. **If no, State Action Required:**

- a. **Budget Action:** EnterTextHere
b. **Financial Impact Summary Statement:** EnterTextHere
c. **Detailed Analysis Attached** EnterTextHere
d. **Budget Officer Approval:** EnterTextHere

If approved enter date: Click or tap to enter a date.

9. **Background: (Why is the action necessary, and what action will be accomplished) (All supporting documentation must be attached if any)**

At its meeting on July 2, 2024, the Board of County Commissioners discussed future management of the County and directed the preparation of an Ordinance to establish a "Commission - Administrator/Manager" form of government, the creation of a County Manager job description and the commencement of a hiring process. The County Coordinator, County Attorney and Human Resources Director will provide an update and present a proposed hiring process for the Board to discuss and finalize.

10. **Recommended Approval**

- a. **Department Director:** Yes No N/A
b. **County Attorney:** Yes No N/A
c. **County Coordinator:** Yes No N/A
d. **Other:** Yes No N/A