

Sec. 2-143. - City manager selection process.

- (a) Any contract between the City and its City Manager shall include a minimum of 6 months' notice of non-renewal, resignation or retirement in order to allow for sufficient planning purposes.
- (b) Within a maximum of one month after the receipt of such notice and determination of the need for the hiring of a new City Manager, the City Commission by resolution shall:
 1. Revise, if necessary, the job description and minimum qualifications for the City Manager;
 2. Approve an application form and required submittals for the City Manager position;
 3. Establish area of search for potential candidates;
 4. If deemed necessary, establish timelines for
 - (A) advertising position;
 - (B) receipt of applications;
 - (C) conducting interviews;
 - (D) selection of manager;
 - (E) execution of contract; and
 - (F) any other matters determined necessary to select the most qualified and capable individual to hold the position of Key West City Manager.

(Ord. No. 19-31, § 1, 9-17-2019)