



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: July 13, 2022

RE: **Selection of City Manager/General Manager for the City of Ketchikan**

The City Council has arranged for a special meeting on Saturday, July 16, 2022 beginning at 10:00 a.m. in City Council Chambers. The purpose of this meeting is for the City Council to publicly interview the four selected candidates for the City Manager/General Manager position and possibly select a City Manager/General Manager.

Following the interviews, the City Council may adopt a motion to extend an offer of employment to the chosen candidate. Should the City Council not select a City Manager/General Manager at the special meeting of July 16, 2022, the below motion has been provided for the City Council's consideration. Prior to making a motion, the City Council may wish to recess into executive session to discuss the candidates and deliberate the selection. The City Council will note that agenda report 15a(1) has been provided for the City Council's deliberative process. Should the City Council adopt a motion at the July 16, 2022 meeting to select a City Manager/General Manager, this agenda item will be withdrawn.

A motion has been prepared for City Council consideration.

RECOMMENDATION

It is recommended the City Council adopt the motion taking such action as determined appropriate regarding offering the City Manager/General Manager position to a finalist candidate.

Recommended Motion: I move the City Council take such action as determined appropriate regarding offering the City Manager/General Manager position to a finalist candidate.