

**CITY COMMISSION WORKSHOP  
SEPTEMBER 26, 2023**

**[Video of the meeting and Agenda](#) can be found here:**

Commissioners Martin, Perrine and McGuirk and Vice Mayor Hartman and Mayor Cleveland were all present. (Note: Meeting starts at 8:15 on counter)

**PUBLIC PARTICIPATION:**

Three residents first commended City Manager Khalid Resheidat on his service to the city, and afterwards, recommended to the Commission that we conduct a nationwide search for a new manager.

**WORKSHOP:**

H.R. Director Heather Kidd presented the City Manager Succession Options and Timeline. Khalid Resheidat is scheduled to retire in August 2024, having then been with NSB for 35 years, five of those as City Manager. She asked the Commission for direction following the presentation.

**Option One: Internal Succession**

- The Assistant City Manager would be promoted seamlessly.
- This would be via H.R. and have no costs.

**Option Two: External Recruitment**

- If done via H.R., no cost. If done via an outside consultant, the cost would be between \$25,000-\$50,000 (money has been budgeted) and need a Request for Proposal (RFP) would have to be signed in the fall.
- If H.R., the process is slower, all applications are public record, and background checks can be limited. If via a consultant, the process is usually faster, only "final" applicants would be public record, complete background checks.

**The Recruitment Timeline:**

- RFP for outside consultant in fall 2023.
- Advertising the position in January 2024; accepting applications 45-60 days.
- Interviewing in April (individualized interviews, Commission meeting interviews, and Open House event for citizens).
- Selection made in May and negotiations begin.
- Final approval in June and candidate would begin appointment in August.

**Discussion Highlights:**

- The Commission was unanimous in using a consultant, especially since applications would not be public record until the short list of 5-6 vetted candidates is presented. Some people might be reticent to apply if their privacy was being compromised too early in the process.
- The Commission felt that the timeline was too long. Ms. Kidd replied that it could easily be modified.

- Commissioner McGuirk stated that Assistant CM Neibert is the bar that will need to be met. CM Resheidat concurred, stating that in the 1.5 years he has been here, he has met all challenges given him besides bringing a wealth of experience regarding City Administration.
- Vice Mayor Hartman suggested bringing in someone from another municipality to help with the selection as that person would be totally objective, which many concurred. Mayor Cleveland added that he would also like to see the UC Director Joe Bunch help with the selection as well.

The next steps for Ms. Kidd will be to:

1. begin the RFP process, which will contain a timeline and input from Staff and Commissioners that will have specifics regarding what they want to see in a candidate's profile.
2. search for consulting firms that will be shortlisted and put on an October CC agenda with one to be confirmed on that date.