

**RESOLUTION 24-24**  
**THE TOWN OF FOREST HEIGHTS**

AN OMNIBUS RESOLUTION

*A Resolution to approve waiving the competitive bidding requirements of the Charter, authorize retaining an executive search consultant, amend the FY '24 Budget, Accept the resignations of the Interim Town Administrator (ITA) and the Code Enforcement Officer, and Re-appoint a new ITA*

Introduced By: Mayor Troy Barrington Lilly *in Open Session*

WHEREAS, Code Enforcement Officer Darrell Green's resignation effective May 31st 2024 is tendered and accepted by the Mayor and Council; and

WHEREAS, the Interim Town Administrator (Chief Anthony Rease) requests to end his service as the Interim Town Administrator (ITA); and

WHEREAS, the Council wishes to appoint Mr. John O'Connor at the same additional compensation that was provided his predecessor, in addition to his duties as the ARPA Fund Manager, to succeed Chief Rease as ITA, provided he is proposed to be succeeded by Mr. David Deutsch of the Mercer Group Associates to serve as ITA; and

WHEREAS, the Council wishes to retain the services of the Mercer Group Associates and Mr. David Deutsch to conduct a professional search for a permanent Town Administrator and waives the competitive bidding requirements of the Charter by using Line Item 9004-7005 of the FY'24 Budget, at a cost not to exceed \$25,000; and

WHEREAS the Town Council increases line item 9004-7005 to \$25,000 and decreases line item 9004-7001 to \$25,000 of the FY '24 Budget.

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby approves and adopts the actions as stated in the above recitals and authorizes the Town staff to carry out the purposes and intentions of this Resolution.

APPROVED this 15<sup>th</sup> day of May 2024.

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LITTLE	<u>  A  </u>
KENNEDY II	<u>  A  </u>
NOBLE	<u>  Y  </u>
MC DONALD	<u>  Y  </u>
HINES	<u>  A  </u>
LILLY	<u>  Y  </u>

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Y

BROWNSON

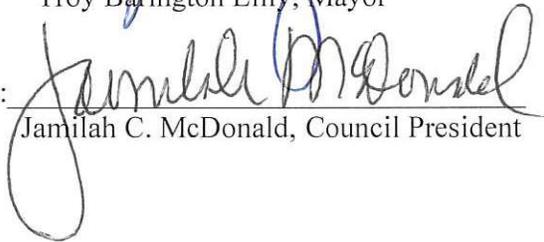
ATTEST:

THE TOWN OF FOREST HEIGHTS,  
MARYLAND

*Absent*

Sherletta Hawkins, Town Clerk - *Absent*  
*LISA White*

By:   
Troy Barington Lilly, Mayor

By:   
Jamilah C. McDonald, Council President

CERTIFICATION

I, HEREBY CERTIFY, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the 15th day of May 2024 with 4 Aye votes and 0 Nay votes the aforesaid Resolution 24-24 passed.

*Absent*

Sherletta Hawkins, Town Clerk - *Absent*  
*LISA White*

AGREEMENT

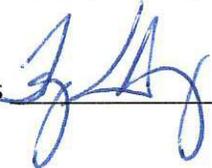
This Agreement made this 15 day of May, 2024, by and between Pines Management LLC dba Mercer Group Associates (MGA), and the Town of Forest Heights, Maryland, a governmental corporation.

WITNESSETH:

Whereas, the Town of Forest Heights, Maryland (hereinafter referred to as the "Town") desires to engage an executive search firm to conduct a search for a Town Administrator; and  
Whereas Mercer Group Associates (hereinafter referred to as "Mercer") has submitted a proposal in response to the Town's request; and  
Whereas, the Town has selected Mercer's proposal as it meets the needs of the Town in conducting its search for a Town Administrator:

NOW THEREFORE, in consideration of the following mutual covenants and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged by all parties hereto, Mercer and the Town agree as follows:

1. Mercer agrees to provide services and support to the Town in the Town's search for a Town Administrator. Mercer agrees to conduct the search in accordance with the scope of services outlined in its proposal to the Town dated October 12, 2023. The Mercer proposal is incorporated by reference and thus made a part of this Agreement.
2. The town agrees to compensate Mercer for its services in the amount of \$20,000 for professional services and expenses not to exceed \$4,500 to conduct the Town Administrator search. Payments are to be made as outlined in the Mercer proposal.
3. The Town and Mercer agree that this Agreement shall be governed by the laws of the State of Maryland.
4. The Town and Mercer agree that any amendments to this Agreement shall be made in writing and executed by both parties. No proposed amendment which is not in writing and executed by both parties shall affect the terms of this Agreement.
5. The parties shall have the right at either parties' convenience to terminate this Agreement following 10 days written notice to the other party. Should either party terminate this Agreement the Town shall only be obligated to pay Mercer for those services already provided.

Town of Forest Heights  Troy Barrington Lilly, Mayor

Mercer Group Associates \_\_\_\_\_ David J. Deutsch, Senior Associate