Town Council
Regular Meeting
Agenda Item 6.b.

Agenda Item: **Resolution 25-G-29 to appoint an Interim Town Manager and provide for the continuation of Acting Deputy Town Manager(s)**

Meeting Date: April 22, 2025

Category: General

Prepared by: Lesa Yeatts, Town Attorney

Description:
With the departure of the previous town manager, on August 13, 2024, the town council appointed Christopher E. Martino to serve as interim town manager effective September 3, 2024. Mr. Martino's engagement with the Town of Herndon will conclude on April 30, 2025, following eight months of dedicated service. As the recruitment process for a permanent town manager is ongoing, the town council finds it necessary to appoint a new interim town manager to ensure continued leadership and a smooth transition until a permanent appointment is made and that individual begins their tenure.

Background:
The Town of Herndon engaged the services of Berkley Group, LLC to provide an experienced interim executive to maintain managerial continuity and support a smooth transition. As a result, on August 13, 2024, the town council appointed Christopher E. Martino to serve as interim town manager, effective September 3, 2024.

To further support Mr. Martino in his interim role and to ensure continued organizational stability, Town Clerk Kirstyn Jovanovich and Director of Public Works Scott Robinson have been serving as Acting Deputy Town Managers since August 13, 2024.

This is a request to appoint Kirstyn Jovanovich as Interim Town Manager to serve until the recruitment process is completed for a permanent town manager, and they begin their tenure with the town.

Strategic Focus Area:



Good Governance

Fiscal Impact:
As Interim Town Manager, Kirstyn Jovanovich will receive 25% above her Acting Deputy Town Manager salary, for the duration that she serves in this interim capacity.

Legal Impact:
The Director of Human Resources will be authorized to take any required personnel action related to this decision, and the Mayor will be authorized to take any necessary further action to effectuate this decision.

Staff Recommendation/Next Steps:
Recommend approval as presented.

Attachments:
1. Resolution (Proposed)