

Memo to: Breezy Point Mayor and City Council  
From: Jerry Bohnsack, Interim City Administrator  
Date: November 4, 2024  
Re: City Administrator Search



The Council will need to determine whether it wants to conduct a search for City Administrator utilizing existing staff or to utilize professional personnel requirement.

Most cities utilize professional recruitment to help them find a person who fits with the city.

I have contacted three firms and have received two proposals. I have also learned that there are two additional organizations that may be interested.

Past history indicates that a professional search will cost approximately \$20,000 to \$25,000.

Staff would recommend utilizing professional search firm.