



MEMORANDUM

Date: September 17, 2025
To: Mayor, Vice-Mayor and Commissioners
From: Megan Powers, Assistant to the City Manager
Subject: Recruiting Firm- City Manager and other Senior Vacancies

Background

The BOC approved to waive the RFP process to bring on a recruitment firm for the City Manager and other senior level positions. Commissioner Tagliarini and I spoke with the following companies and feel we have a good set of candidates here. Please see below on an overview of each firm. The order of the firms below is the order Commissioner Tagliarini and myself feel is best.

Research

S. Renée Narloch & Associates

- Location: Tallahassee
- Estimated Cost: \$26,500 lump sum plus expenses to not exceed \$5,450
- Estimates Timeline: Will have candidate recommendations within 8 weeks from contract signing; from there the timeline will depend on negotiations.

Pro

- President would be our Recruiter
- Works with Mostly Government (25% small gov)
- Found St. Pete Beach's new City Manager while 4 commission seats were vacant- 2024
- Knows Coastal Communities and needs
- Success Rate 95%
- Replacement- 1 year if not working out, only cost would be expenses
- In person meetings with BOC and staff
- Will provide Survey to residents on their needs and expectations of candidates
- Does background checks and reference checks
- Helps with Contract Negotiations
- Helps with Onboarding

Con

- Firm office location will add to expenses (hotels, gas, meals, etc.)
- Would have to pay expenses again if candidate does not work out within a year- not to exceed \$5450

SGR- Strategic:

- Location: Main Texas, our recruiter would be in Pinellas County
- Estimated Cost: Depends on the type of search (limited or full), \$26,000 - \$28,000 (included expenses)
- Estimated Timeline: 4 months to have candidate in front of BOC.

<u>Pro</u>	<u>Con</u>
• Local Recruiter- Pinellas County • In person meetings • Used in Treasure Island- 2024 • All employees used to work in government, most ex city managers • 100% fill rate • Replacement if not working out within a year • 2nd largest job board in country • Will preform onsite interviews with • Assist with Contract Negotiations ○ Keeps a good comp set for negotiations	• Have add on like onboarding not included in the above cost • Seem to work more off job boards

Goodwin Recruiting:

- Location: Atlanta, GA
- Estimated Cost: Contingency Plan- 25% of 1st year's annual salary (includes expenses)
- Estimated Timeline: Will have candidate recommendations within 2 weeks; estimated 2 months to have someone in the seat.

<u>Pro</u>	<u>Con</u>
• 26 years, Forbs Rates • Signed a Contract with GSA in 2024 • No up front costs- pay when filled • Checks Reference check • Contract negotiation assistance	• Green to government recruitment • All online meetings and communication, no in person • Success Rate 60-65% placement • Recruiters are commission based, worried about filling quickly to get a paycheck • No Background check • No onboarding assistance • Will replace if not working out within 90 days

Recommendation:

It is the recommendation from the City Manager's office that we move forward with S. Renée Narloch & Associates to negotiate a contract. We feel that we will get more out of the firm. In addition to searching for a candidate it is very important to S. Renee Narloch and Associates to get familiar with the city, city staff, needs of the BOC, and the needs/expectations of residents.

With this interactive and transparent approach to recruitment process, we feel that the City of Madeira Beach will get excited, qualified candidates.

In the event negotiations do not pan out with S. Renée Narloch we recommend then speaking with Strategic Government Resources.