

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE CITY ADMINISTRATOR TO RETAIN AN OUTSIDE CONSULTING FIRM TO ASSIST WITH THE RECRUITMENT, SELECTION AND POST-OFFER PROCESS FOR THE FINANCE DIRECTOR AND FINANCE MANAGER POSITIONS

WHEREAS, the City of Republic, Missouri (“City” or “Republic”) is a municipal corporation and Charter City located in Greene County, Missouri, being duly created, organized, and existing under the laws of the State of Missouri; and

WHEREAS, due to the highly competitive job market in today’s climate, staff has requested approval to seek and retain an outside consulting firm (“Firm”) to assist in the recruitment, selection and post-offer process for certain employment positions which, despite significant effort by staff, have been difficult to successfully fill to date – namely, the Finance Director and Finance Manager positions; and

WHEREAS, the City will expect the selected Firm to include provision of a nationwide search and a guarantee on placement for no less than twelve (12) months; and

WHEREAS, pursuant to the purchase requisition requirements of the Purchasing Policy, City staff have sought three written quotes from the following qualified entities: SGR, GOVHR and Baker Tilly; and

WHEREAS, initial pricing received by the City indicates an anticipated price range for the above-described services of between \$20,000 and \$25,000 per position; and

WHEREAS, Council believes it is in the City’s best interest to authorize the City Administrator to seek and retain a Firm to assist with the recruitment and hiring of qualified persons to fill the Finance Director and Finance Manager vacancies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REPUBLIC, MISSOURI, AS FOLLOWS:

- Section 1:** The City Administrator is authorized to seek and retain a Firm to assist with the recruitment and hiring of the Finance Director and Finance Manager positions.
- Section 2:** Absent separate, additional approval from Council, the City may not exceed total expenditures of \$50,000 under any agreement between the City and selected Firm for services related to the recruitment and placement of the Finance Director and Finance Manager positions.
- Section 3:** The City Administrator, and/or his designee, is authorized on behalf of the City to take the steps necessary to execute this Resolution and initiate the engagement described herein.
- Section 4:** The WHEREAS clauses are hereby specifically incorporated herein by reference.
- Section 5:** This Resolution shall become effective on and after the date of passage and approval as provided by law.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Republic, Missouri, this _____ day of _____, 2023.

Matt Russell, Mayor

Attest:

Laura Burbridge, City Clerk

Approved as to Form:



Megan McCullough, City Attorney

Final Passage and Vote: