



AGENDA ITEM ANALYSIS

Project/Issue Name: 23-R-02 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.

Submitted By: David Cameron, City Administrator

Date: 1/6/2023

Issue Statement

Selection of an Executive Recruitment Firm to assist in the recruitment and placement for hard to fill positions to currently include the Finance Director and Finance Manager.

Discussion and/or Analysis

Due to the highly competitive job markets, we are seeking approval to select an Executive Recruiting firm to assist in the recruitment, selection and post-offer process for positions that have been identified as hard to fill. The firm selected will provide a nationwide search and will guarantee placement for 12 months (meaning will re-recruit if the position becomes vacant within 12 months). Qualifications and quotes have been requested from the following firms:

- SGR
- GOVHR
- Baker Tilly

All firms are currently working on a detailed proposal to include pricing and all the services offered. The initial pricing that has been received ranging from \$20,000 - \$25,000 per position depending on the number of positions requested for recruitment.

Recommended Action

Staff recommends approval.