



CITY COUNCIL

June 10, 2014

Special Meeting

1. 7:00 P.M. – Vorhees Associates, LLC Presentation
2. 7:30 P.M. – Colin Baenzinger & Associates Presentation
3. 8:00 P.M. – Michigan Municipal League Presentation
4. 8:30 P.M. – Mercer Group Presentation
5. Public Comment
6. Adjournment



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: June 10, 2014

PREPARED: June 5, 2014

AGENDA SUBJECT: City Manager Search Presentations

RECOMMENDATION: That the City Council hear four presentations

Summary. Enclosed is a summary of four proposals from executive search firms interested in assisting the City of Petoskey with the placement of a new City Manager. The ICMA *Recruitment Guidelines for Selecting a Local Government Administrator* is also enclosed for your review which was previously distributed at a prior meeting.

At its June 2, 2014 meeting, City Council reviewed and discussed a summary of seven proposals that showed interest in the placement of a new City Manager and narrowed the interest down to four firms. These firms will give brief presentations, answer questions and review proposals in further detail.

Process. City Council could review and discuss these proposals and provide direction to the City Manager. A final decision could be made at a subsequent meeting.

The four proposals selected can be viewed on the City's website using the following link: <http://www.petoskey.us/documents/documents28/city-council-1/1517-proposal-summaries-a-icma-guidelines-06-10-14-smaller/file>.

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Enclosure

	Colin Baenzinger & Associates	Mercer Group	MML	Vorhees Associates, LLC
Address	2055 South Atlantic Avenue, Suite 504 Daytona Beach Shores, FL 32118	5579 B Chamblee-Dunwoody Atlanta, GA 30338	1675 Green Road Ann Arbor, MI 48105	500 E. Lake Cook Road, Suite 350 Deerfield, IL 60015
Phone Contact	561.707.3537 Colin Baenziger	919.496.2080 or 919.349.7239 Phillip Robertson	Kathy Grinzinger	847-580-4246 Heidi Voorhees
Lead Recruiter Assigned and Personal/Firm Experience	Colin Baenzinger has worked for fifteen years as search consultant. Previously spent 10 years working in the public sector.	Phillip Robertson has 35 years of public sector experience including as Personnel Manager for a Division of North Carolina State government. Also, former Assistant City Manager in Clayton, North Carolina	Kathy Grinzinger, retired as Mount Pleasant City Manager in 2013 and now working as MML Lead Search Consultant. Kathy also worked as HR director in Mount Pleasant prior to becoming CM	Jerry Richards, retired from Meridan Township 1.5 years ago. Thoughtful, experienced, analytical Heidi was the lead person in the PAR Group, which the City used for the DPS Director position, before it disbanded in 2010
Recent Michigan Recruitments for this Firm	Emmet County Controller City Manager Mount Pleasant County Administrator St Lucie County	Saint Clair Shores City Manager, Troy City Manager, City Manager, Holland	City Manager, Franklin Delta Township Administrator, Grande Ledge, Midland HR Director, Deputy Mayor, Pontiac, Baraga, Albion	City Manager, Battle Creek City Manager, Kalamazoo Oakland Charter Township Supervisor
Available 10th or 16th?	10th	10th		
Timeline		110 days		
Cost	\$23,000 fixed cost including expenses	\$13,500 plus up to \$6000 in direct expenses	Three separate pricing options and levels of service: Silver \$8,000, Gold \$12,000 and Platinum \$20,000	\$11,500 plus up to \$4000 in expenses and up to \$1800 in advertising costs
Guarantee	Firm will reconduct search within two years at no cost			Firm will reconduct search within two years at no cost except direct expenses