



City of Gainesville Agenda Report

File #: 2022-274

Agenda Date: January 5, 2023

Department: Human Resources

Title: 2022-274 Recruitment Plan for Charter Officers (B)

Department: Human Resources

Description: Initiate a search for vacant Charter Officer positions.

Fiscal Note: The anticipated total fiscal impact for recruiting all five Charter Officer vacancies is approximately \$250,000. This amount includes an estimated \$200,000 in search firm fees, as well as approximately \$50,000 allocated for candidate travel and other expenses. This will be funded through Human Resources FY 2023 Operating Budget.

Explanation: The City of Gainesville currently has four Charter Officers serving on an interim basis. These include the City Attorney, City Manager, Director of Equity and Inclusion, and the General Manager for the Utilities. The City Commission requested that a recruitment plan be presented for filling these vacancies. In order to fill these positions, it is necessary to initiate a recruitment plan to find suitable candidates.

Strategic Connection: Goal 5: "Best in Class" Neighbor Services

Recommendation: The City Commission (1) approve the recruitment plan for filling the five Charter Officer vacancies and (2) authorize the Human Resources Department to engage the services of an Executive Search Firm(s) to initiate the search for each Charter Officer vacancy.