

# City of Gainesville

City Hall  
200 East University Avenue  
Gainesville, Florida 32601



## **Meeting Agenda - Final**

**September 27, 2019**

**2:00 PM**

**City Commission Special Meeting**

**City Hall Auditorium**

## **City Commission**

**Mayor Lauren Poe (At Large)**  
**Commissioner Helen Warren (At Large)**  
**Commissioner Gail Johnson (At Large)**  
**Commissioner Gigi Simmons (District 1)**  
**Mayor-Commissioner Pro Tem Harvey Ward (District 2)**  
**Commissioner David Arreola (District 3)**  
**Commissioner Adrian Hayes-Santos (District 4)**

***If you have a disability and need an accommodation in order to participate in this meeting, please contact the Office of Equal Opportunity at (352)334-5051 at least two business days in advance. TTY (Text Telephone Telecommunication Device) users please call 711 (Florida Relay Service). For Speech to Speech (STS) relay, please call 1-877-955-5334. For STS Spanish relay, please call 1-877-955-8773. For STS French Creole relay, please call 1-877-955-8707.***

**CALL TO ORDER****AGENDA STATEMENT**

*"Citizens are encouraged to participate in City of Gainesville meetings. In general, speakers will be limited to 3 (three) minutes per agenda item. Additional time may be granted by the Mayor or by the City Commission as directed. The City of Gainesville encourages civility in public discourse and requests that speakers limit their comments to specific motions and direct their comments to the Chair. Signs or props are not permitted in the meeting room. Citizens are encouraged to provide comments in writing to the Clerk of the Commission before meetings and/or during meetings for inclusion into the public record. Citizens may also provide input to individual commissioners via office visits, phone calls, letters and e-mail, that will become public record. In some instances, i.e., Quasi-Judicial Hearings, these particular contacts may be prohibited.*

**ROLL CALL****ADOPTION OF THE AGENDA****BUSINESS DISCUSSION ITEMS**[180612](#)**City Manager Executive Search (B)**

*Explanation: In order to hire a City Manager, the City Commission authorized the Human Resources Department to engage the services of an Executive Search Firm to initiate a search to fill the vacant position. Colin Baenziger & Associates was selected to conduct the search and to present qualified candidates to the Commission for consideration.*

*Prior to today's meeting, Colin Baenziger & Associates presented each Commissioner with a full candidate report, including resumes and other supporting documentation, of the top recommended semi-finalist candidates for consideration.*

*During the September 5th City Commission Meeting, the executive search firm recommended 13 semi-finalist candidates to the City Commission, with one candidate having since dropped out and a request by the Commission to add two candidates to the recommended semi-finalist pool. During the September 5th City Commission Meeting, the Commission requested additional time to review the background information material before selecting 3-5 finalists to be invited for in-person interviews with the Commission.*

*During the the September 16th Special Commission Meeting, the Commission selected the following candidates for in-person interviews:*

*Janice Allen Jackson*

*Howard S. Lazarus*

*Anne A. Fritz*

*Lee R. Feldman*

*Harry E. Black*

*Candidate interviews will be conducted by the City Commission on September 25th and 26th. A final selection will be made on September 27th. Candidates' cover letters and resumes are included in the backup.*

*The in-person interviews will take place over two days; the schedule will include a panel-style interview with the full City Commission, a Community Reception which citizens and Commissioners are invited to, and finally, one-on-one interviews with each Commissioner.*

*Fiscal Note: The anticipated fiscal impact for the City Manager executive search is \$32,000. This amount includes \$26,500 in search fees and \$5,500 allocated for candidate travel, meals, and other expenses. This will be funded through unallocated general fund balance.*

**RECOMMENDATION**

*The City Commission: 1) The City Commission conduct interviews for the position of City Manager; and 2) authorize the Mayor to negotiate an employment agreement with the selected candidate*

[180612C RFQ-GD-Executive Search Services 20190523.pdf](#)  
[180612D RFQ Addendum 1 Executive Search Services 20190523.pdf](#)  
[180612E Submittal-Baker Tilly Virchow Krause, LLP 20190523.pdf](#)  
[180612F Submittal-Colin Baenziger & Associates 20190523.pdf](#)  
[180612G-Submittal Appendices-Colin Baenziger & Associates 20190523.pdf](#)  
[180612H Submittal-CPS HR Consulting 20190523.pdf](#)  
[180612I Submittal-GovHR Proposal 20190523.pdf](#)  
[180612J Submittal-MGT Consulting Group 20190523.pdf](#)  
[180612K Submittal-Renee Narloch & Associates 20190523.pdf](#)  
[180612L Submittal-SGR Executive Recruitment Services 20190523.pdf](#)  
[180612M Submittal-Sunshine Enterprise USA 20190523.pdf](#)  
[180612N Submittal-Vinali LLC 20190523.pdf](#)  
[180612O RFQ 190032 Evaluator 1 Notes and Ranking.pdf](#)  
[180612P RFQ 190032 Evaluator 2 Notes and Ranking 20190523.pdf](#)  
[180612Q RFQ 190032 Evaluator 3 Notes and Ranking 20190523.pdf](#)  
[180612R RFQ #190032 Evaluation Form Summary 20190523.pdf](#)  
[180612S RFQ Executive Search Services Bid Record 20190523.pdf](#)  
[180612T RFQ CC Bid Tab Executive Search Services 20190523.pdf](#)  
[180612U Award recommendation transmittal 20190523.pdf](#)  
[180612V Executive Search Services Award Public Notice 20190523.pdf](#)  
[180612X City Manager Search Criteria Survey 20190523.pdf](#)  
[180612W City Manager 1019 Draft With Commission Feedback 20190523.pdf](#)  
[180612Y City Manager Candidate Resumes A-E 20190905.pdf](#)  
[180612Z City Manager Candidate Resumes F-M 20190905.pdf](#)  
[180612AA City Manager Candidate Resumes O-Z 20190905.pdf](#)  
[180612BB City Manager Selection Timeline 20190905.pdf](#)  
[180612CC Contract Final 20190905.pdf](#)  
[180612DD - Cover Memo for Recommended Candidates Gainesville 20190905.pdf](#)  
[180612EE City Manager Search Criteria Survey Results 20190916.pdf](#)  
[180612FF Cover Memo for Recommended Candidates Gainesville 20190916.pdf](#)  
[180612GG Black, Harry - Gainesville City Manager Candidate Report 20190916.pdf](#)  
[180612HH Burtch, Patrick - Gainesville City Manager Candidate Report 20190916.pdf](#)  
[180612II Coffey, Craig - Gainesville City Manager Candidate Report 20190916.pdf](#)  
[180612JJ Feldman, Lee - Gainesville City Manager Candidate Report 20190916.pdf](#)  
[180612KK Fritz, Anne - Gainesville City Manager Candidate Report 20190916.pdf](#)  
[180612LL Jackson, Janice - Gainesville City Manager Candidate Report 20190916.pdf](#)  
[180612MM Jones, Odis - Gainesville City Manager Candidate Report 20190916.pdf](#)  
[180612NN Lazarus, Howard - Gainesville City Manager Candidate Report 20190916.pdf](#)

[180612OO\\_Murphy, JJ - Gainesville City Manager Candidate Report\\_20190916.pdf](#)  
[180612PP\\_Murry, Frederick - Gainesville City Manager Candidate Report\\_20190916.pdf](#)  
[180612QQ\\_O'Rourke, Anthony - Gainesville City Manager Candidate Report\\_20190916.pdf](#)  
[180612RR\\_Shanahan, William - Gainesville City Manager Candidate Report\\_20190916.pdf](#)  
[180612SS\\_Sossamon, Leonard - Gainesville City Manager Candidate Report\\_20190916.pdf](#)  
[180612TT\\_Cover Memo for Additional Candidates Gainesville\\_20190916.pdf](#)  
[180612UU\\_Edwards, Reginald - Gainesville City Manager Candidate Report\\_20190916.pdf](#)  
[180612VV\\_Falgout, Beau - Gainesville City Manager Candidate Report\\_20190916.pdf](#)  
[180612WW\\_C-Ward Letter\\_20190916.pdf](#)

**PUBLIC COMMENT****MEMBER COMMENT****ADJOURNMENT**