



MEMO

Human Resources

To: Finance & Personnel Committee
From: Elisa Hodge, Human Resources | Jamie Graff, Police Chief
Date: 5/19/2025
Re: CLOSED SESSION – Additional Position Offer Negotiation

Background information:

The Police Department was approved to have a +1 Officer for 2025 in preparation for anticipated retirements from the department that would be planned for early 2026. It is expected that the Police Department will be receiving formal retirements from two staff members (January and February 2026) based on recent discussions.

The recent recruitment effort has resulted in two recommended candidates. In expectation for a second retirement which will occur in quick succession from the first in January 2026, the Police Department would like approval to negotiate a conditional pre-employment offer with the second recommended candidate for a September 2nd hire date. By making a conditional offer for employment now, with the future start date, we are more likely to secure the candidate for that start date and avoid risking losing the candidate to another department.

Staff Recommended Action:

Staff seeks authorization from the Finance and Personnel Committee to negotiate a conditional offer for an additional officer hire based on expected retirements that will occur nearly concurrently at the beginning of 2026. The negotiated offer would be for employment to start September 2025.