



Memorandum

Date: May 15th, 2024

To: Mayor and City Council

From: Joshua Antoine
Chief of Police

Re: Authorization to begin testing process for a Police Officer position.

Mayor and City Council Members,

Due to an anticipated departure of one of our officers, I am requesting to start a police officer testing process by advertising for the position, accepting applications, and conducting interviews to determine top candidates for the position.

I intend to start this process as soon as I am authorized to do so and upon receipt of the officer's resignation letter. I will be posting the position of "Police Officer" and proceeding promptly to bring the process to a conclusion. This will allow the City of Spring Lake Park and the Police Department to be able to proceed with doing background checks on the top candidates and then make a conditional job offer to the appropriate candidate pending passing a psychological, chemical, and physical examination.

I am seeking Mayor and Council authorization for this process now to minimize the amount of time that the police department will be short-staffed.

Thank you,

Chief Antoine