



Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: March 4, 2021
Subject: Police Chief Search Update

Staff is seeking direction from the City Council on how the City Council would like to proceed with the Police Chief search.

Considerations for the Council include whether to conduct the process as an internal hire, as has been done in the past, or a combination internal/external hire. This will help determine the level of time and involvement required for this recruitment.

Staff will present an outline of a potential selection process at the work session for City Council review/discussion.

I have included the current job description for the position, as well as a proposed job description drafted by Chief Ebeltoft. Note that all job descriptions are being reviewed by the City's consultant and will be changed at that time.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

