



Memorandum

Date: June 29th, 2021

To: Mayor and City Council

From: Joshua Antoine
Director of Public Safety/Chief of Police

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

Mayor and City Council Members,

With the upcoming retirements of Chief Ebeltoft on August 16th, 2021 and Officer Bonesteel on October 31 2021, we will have two police officer position open. I am requesting to start the testing process by advertising the position of police officer, accepting applications, provide written testing and conduct interviews to determine top candidates for the position.

It is my intent to start this process on July 7th, 2021 by posting the position of "Police Officer" and proceed in a timely manner bringing it 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 tentative job offer to the appropriate candidate's pending passing a psychological, chemical and physical examine.

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 and to maximize our ability to provide the citizens of our community with the police services that they are accustomed to and expect.