



# Memorandum

---

**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** May 6, 2021

**Subject:** Police Chief Interview and Discussion

The City Council will convene at 4:30pm to interview our finalist for the Police Chief position. Final interview questions will be sent out under separate cover.

The Management Team (minus Chief Ebeltoft) will be interviewing the Police Chief finalist at 3:00pm.

After the City Council's interview, I will share information from the Management Team's interview and discussion. I have a copy of the promotional psychological exam. If you wish to review it, please stop in at City Hall in advance of the meeting and I will allow you to read it. Due to it being non-public personnel data, I want to maintain chain of custody on the document.

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