



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom- City Administrator
FROM: Dave Schmidt- Fire Chief and Jenni Wida- City Clerk/Deputy Administrator
SUBJECT: Hiring of Tim Kizer- Administrative Captain-Hybrid Position
DATE: December 18, 2023

OVERVIEW:

On December 7th, the city staff completed interviews to fill the Administrative Captain- Hybrid Position. A total of 3 candidates were interviewed by two separate interview panels with representation from every city department. After the interview process along with application and resume review, Tim Kizer was selected by the panel for the position.

Tim Kizer will start his new role with the city on January 8th, 2024. This position will be compensated at Grade 10, Step 1, with an exempt employee status.

ACTION TO BE CONSIDERED:

Approve the hiring of Tim Kizer for the Administrative Captain- Hybrid Position

BUDGET IMPLICATION:

This is an approved and budgeted position for 2024