



19 13th Avenue North
Waite Park, MN 56387

CITY COUNCIL WORK SESSION AGENDA

Lower Level Conference Room at Waite Park City Hall

4:00 PM

1. Council Meeting Attendance Guidelines

The City Council meeting on VIA Video Conferencing using Zoom Optional for Elected Officials

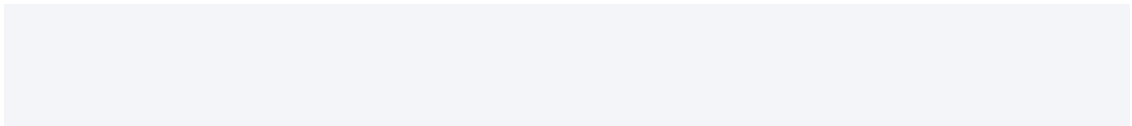
The Chief Administrative Officer and the Chief Legal Counsel for the City of Waite Park have deemed an ongoing health pandemic and peacetime emergency by the office of the Governor of Minnesota, that warrants allowing members to choose to attend the meeting by electronic means as a precaution to ensure the health and safety of the other regular attendees of City Council meetings as well as members of the public who might choose to attend the meeting. Members can choose to join the meeting via a Zoom conference or in person. The City Council will adhere to the processes required under State Law:

1. We will ensure that all members of the meeting body, wherever their physical location, can hear one another and can hear all discussion;

2. We will ensure that all members of the public present at the regular meeting location of the body can hear all discussion of the members of the body; and

3. At least one member of the body, chief legal counsel, or chief administrative officer or designee will be physically present at the meeting location.

2. Zoom Link Instructions



Hi there,

Shaunna Johnson is inviting you to a scheduled Zoom meeting.

JOIN ZOOM MEETING

One tap mobile: US: +19292056099,,83000028901#,,,,*951875# or
+13017158592,,83000028901#,,,,*951875#

Meeting URL: [HTTPS://US02WEB.ZOOM.US/J/83000028901?
PWD=M3VLZEJAZXVOYZD0MHBHWEX5ZMNMDZ09&FROM=ADDON](https://us02web.zoom.us/j/83000028901?pwd=M3VLZEJAZXVOYZD0MHBHWEX5ZMNMDZ09&FROM=ADDON)

Meeting ID: 830 0002 8901

Passcode: 951875

Join by Telephone

For higher quality, dial a number based on your current location.

Dial:

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669
900 6833 or +1 253 215 8782 or +1 346 248 7799

Meeting ID: 830 0002 8901

Passcode: 951875

INTERNATIONAL NUMBERS

Skype for Business (Lync)

<HTTPS://US02WEB.ZOOM.US/SKYPE/83000028901>

1. 4:00 PM **Review Of Finance Director Search Firm Proposals**

The City is in the process of receiving three proposals from Executive Search Firms that are interested in assisting us with the Finance Director hiring process. In addition to their proposal, each firm will be joining us virtually to present their proposal. The search firms include the following: 4:15 PM: M&A Chandler McCoy; 4:45 PM: MRA Valerie Grube; and 5:15 PM GovHR USA Heidi Voohees. All three firms have extensive experience in executive level searches in local government. Once the presentations are completed, the City Council will have an opportunity to discuss these proposals and determine whether or not they would like to move forward with the selection of one of these firms. The item could be approved at the City Council meeting the same evening if the City Council is ready to move forward. Not all three proposals have been received and we are hoping to receive all three of them by the end of the week or the latest would be Monday. Once all three are presented, they will be shared as attachments on the work session agenda for review and consideration.

Documents:

[CITY OF WAITE PARK, MINNESOTA - FINANCE DIRECTOR GOVHRUSA PROPOSAL 2021.PDF](#)
[M AND A PROPOSAL.PDF](#)
[M AND A OVERVIEW.PDF](#)
[0421P_RECRUITING SERVICES_CITY OF WAITE PARK.PDF](#)

2. 6:00 PM **Sergeant Promotion Process**

We have one of our current sergeants that will be retiring this summer. The Police Chief would like to discuss an existing candidate that remains on the active eligibility list and the timing of when this person could be promoted to sergeant.

3. 6:10 PM **EMS Response Update**

Staff would like to take the opportunity to update the City Council on its emergency response plans and provide them an update on some staff training that they will be working on in the near future to address how the City would respond to a variety of emergency situations.