

TO: Mayor Robinson and City Council

FROM: Jeffrey L. McCormick, Chief of Police

SUBJECT: Police Officer Position

DATE: February 14, 2018

BACKGROUND

On February 12, 2018 I received two weeks' notice from Officer Josh Colvard who has accepted an officer position with Red Wing; his last day will be February 26, 2018. I have attached his resignation letter. This is perfect timing for Red Wing since Josh will be done with his training and on his own before June, when things get busy. However this is terrible timing for us since that means we will be training during our busy community events months.

Lt. Berg and I have discussed our options for hiring and are determining if we look internal to our Reserve/Part-time staff or post outside the department. Because time is of the essence, we would like to get a replacement officer started as soon as possible. While we will be training during the busy community events, it does give us that position back, just not in a on their own role. Based on the discussion of the Police Commission last year they felt our current staffing of eight full-time sworn staff was the right amount to have, and the need to move quickly, I am bringing this request directly to the City Council.

I am requesting the City Council approval to fill the vacant position created by Officer Colvard's resignation. I would like to get the position posted before February 23. I expect to know by the City Council Meeting if we will be looking internal, external or both for the hiring process. I will keep the Police Commission updated as we reach key points along the process.

REQUESTED COUNCIL ACTION

Motion and approval accept Officer Colvard's resignation and approve to fill that vacant position.

Officer Joshua Colvard

2/12/2018

Cannon Falls Police Department

918 River Rd

Cannon Falls, MN 55009

To Chief Jeffrey McCormick:

I am writing to announce my resignation as Patrol Officer with the City of Cannon Falls effective two weeks from this date.

I have accepted a position as Patrol Officer with the City of Red Wing. I appreciate the several opportunities that have been given to me over the last several years. I have enjoyed my time with the department but am seeking a larger department with further career opportunities.

I wish the best for the Cannon Falls Police Department.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Colvard". The signature is fluid and cursive, with a large initial "J" and a long, sweeping tail.

Joshua Colvard