

TO: MAYOR AND CITY COUNCIL
FROM: NEIL JENSEN, City Administrator
SUBJECT: Public Works Director Position Hire
MEETING DATE: August 18, 2020

BACKGROUND:

City Council approved the hiring of a Public Works Director a couple months ago and we received 14 applications for the position. The Hiring Committee narrowed the field down to 4 and conducted initial interviews July 22nd. A second set of interviews were conducted on August 11th with the top 2 candidates.

It was the overall consensus of the committee to offer the position to Kevin Zittel. He comes from Cottage Grove and worked in Washington County and has extensive knowledge in public works.

The City offered the position on pay grade 17, Step 1 and he has accepted the position pending a background check.

STAFF RECOMMENDATION

The hiring committee has recommended the hiring of Kevin Zittel for the position of Public Works Director at a pay grade 17, step 1 with all the basic city benefits pending a completed and approved background check.

REQUESTED COUNCIL ACTION

Please make a motion to hire Kevin Zittel for the position of Public Works Director at a pay grade 17, step 1 with all the basic city benefits pending a successful background check.