



SPECIAL CITY COUNCIL AGENDA

Monday, March 24, 2025

*City Council: Mayor Rafferty, Councilmembers Cavegn, Lyden, Ruhland and Stoesz
Interim City Administrator: Dave Pecchia*

SPECIAL CITY COUNCIL MEETING IMMEDIATELY FOLLOWING THE 6:30 PM REGULAR MEETING

Community Room (Not televised)

- Call to Order and Roll Call
- Public Comment
- Setting the Agenda: Addition or Deletion of Agenda Items

1. **CONSENT AGENDA**

No Report

2. **FINANCE DEPARTMENT REPORT**

No Report

3. **ADMINISTRATION DEPARTMENT REPORT**

A. City Administrator Selection of Finalists, Meg Sawyer

4. **PUBLIC SAFETY DEPARTMENT REPORT**

No Report

5. **PUBLIC SERVICES DEPARTMENT REPORT**

No Report

6. **COMMUNITY DEVELOPMENT REPORT**

No Report

7. **UNFINISHED BUSINESS**

No Report

8. **NEW BUSINESS**

No Report

9. **NOTICES AND COMMUNICATIONS**

No Report

ADJOURNMENT

**CITY COUNCIL
SPECIAL MEETING STAFF REPORT
AGENDA ITEM 3A**

STAFF ORIGINATOR: Meg Sawyer, Human Resources and Communications Manager

MEETING DATE: March 24, 2025

TOPIC: City Administrator Selection of Finalists

VOTE REQUIRED: Simple Majority

INTRODUCTION

The City Council is being asked to select finalists for the City Administrator position.

BACKGROUND

The City of Lino Lakes has been engaged in a search for a new City Administrator. Pat Melvin, Management Consultant with DDA Human Resources, Inc., has conducted a comprehensive search and presented eight semi-finalist candidates to the City Council. The Council has reviewed video interviews and Work Personality Index results for each semi-finalist, identified by numbers rather than names to maintain the privacy of the candidates.

This meeting is to progress to the next phase of the process, which is the selection of finalists and interview planning. This selection will determine who is invited for in-person interviews on Tuesday, April 15th, 2025.

RECOMMENDATION

The City Council is being asked to select four to five finalists from the eight semi-finalists based on the provided materials, approve a policy for reimbursing finalists for reasonable interview-related expenses, and authorize the option for remote interviews, if requested by the candidates.

The City Council is also being asked to direct staff to develop a detailed interview day schedule, panel compositions, and logistics plan based on the Council's direction.

ATTACHMENTS

None