



STAFF REPORT

DATE: April 4, 2023

CONSENT

AGENDA ITEM: Hire Finance Director

SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

The Finance Director position has been vacant since last June. In March department heads, Mayor Cadenhead and Council member McGinn interviewed Clarissa Hadler and are recommending her hire.

ISSUE BEFORE COUNCIL:

Should Clarissa Hadler be hired as the Finance Director at the terms described below?

PROPOSAL DETAILS/ANALYSIS:

The recommendation is to hire Clarissa Hadler with pay rate at grade 12, step 3 and to begin PTO accrual at the 6 year level. Her tentative start date is May 15th.

Hadler most recently held the position of City Administrator in Maple Plain. She also worked in Clarkfield, Plainview and Rosemount following a photography career in the private sector.

FISCAL IMPACT:

The Finance Director position has been included in the 2023 budget to accommodate this salary.

OPTIONS:

- 1) Hire Hadler as Finance Director at the terms described above
- 2) Offer the job to Hadler under different terms
- 3) Offer position to another candidate
- 4) Re-advertise the position

RECOMMENDATION:

If removed from the consent agenda:

Motion to hire Clarissa Hadler as Finance Director with salary at grade 12, step 3 and PTO accrual at 6 years.

ATTACHMENTS:

None