

**Kaylin Clement**  
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**The City of Vadnais Heights**  
800 East County Road E  
Vadnais Heights, MN 55127

## *Memorandum:*

TO: Mayor Krachmer and City Council Members

FROM: Kaylin Clement, Assistant City Administrator

DATE: April 4, 2023

SUBJECT: Director of Public Works/City Engineer Resignation

### **Recommended Action**

Accept Jesse Farrell's letter of resignation from his role of Director of Public Works/City Engineer and allow staff to advertise for the vacancy. In addition, consent to City Administrator Kevin Watson engaging with a professional recruiting firm at a cost of no more than \$10,000, if staff finds value in services provided to fill this very vital position with the City.

### **Background**

Jesse Farrell has been with the City of Vadnais Heights since December 2018 as our Public Works Director/City Engineer. In just four short years, Jesse has taken our Street Management Plan to new heights, spearheading the Pavement Condition Index study, in which WSB evaluated all 41 miles of bituminous roadways and rated them, which is now an important guide for project planning and budgeting each year.

Other notable accomplishments during Farrell's tenure with the City include; the Susan Court neighborhood; South Oak Drive reconstruction; water meter replacement program; as well as the County Road D Improvements Project. Co-workers and residents alike often commend Jesse for his ability to take complicated "in-the-weeds" project components, and break them down in a more consumable way (i.e. he can turn "engineer speak" off when necessary).

Jesse's last day with the City will be May 3, 2023. We wish him the best in his future endeavors!

Given the need to attract top talent for a vital role like Director of Public Works/City Engineer, staff would like to engage with executive recruiting firms, explore their services and costs, and if value is found, allow City Administrator Watson to contract for said services not to exceed \$10,000.

March 24, 2023

Kevin:

Please accept this letter as my resignation from the City of Vadnais Heights, with Wednesday May 3<sup>rd</sup>, being my last day of service. I will use the next 5 weeks to do everything I can to assist in making a smooth transition for my eventual replacement.

I thank you for the opportunity to serve the city of Vadnais Heights over these past several years. I am proud of the projects we've completed and just as important, the projects that we have in development. You have carefully built a strong team here that will continue to make important progress on maintaining and improving infrastructure for our residents and visitors.

Speaking of our team, this City is beyond blessed with talented staff at all levels. Everyone is service orientated, positive, and collaborates with one another. I also want to thank both current and former council members and Mayors, who have done a wonderful job of supporting staff efforts. Finally, I want to thank the residents of Vadnais Heights. It has been a pleasure getting to know them. I will always remember the first time a resident dropped off cookies for Public Works staff following a snow storm – I thought that was beyond remarkable. But such acts of gratitude for high-quality service are commonplace here in Vadnais Heights.

Thank you,



Jesse Farrell