
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Authorize Hiring of Stacy Marquardt, Community Development Planner**
DATE: August 23, 2022

Background:

The Community Development Manager position was advertised; six applications were received. Three applicants ranked highest, but only one warranted an interview.

Ms. Marquardt has over 17 years' experience in planning and is looking for a new challenge. It will be an easy transition for her to the economic development tasks. She has experience working with volunteers and community groups. The reviewing committee was impressed and feels that she will fit in well with the rest of the team.

Given her experience, we offered to place her at Grade 10, Step 2 which is the Community Development - Planner position. Starting pay is \$76,372. She was also offered 25 days of annual leave. She has accepted the position, pending successful completion of a background check and is slated to start September 12, 2022.

Recommendation:

Staff recommends that the City Council authorize hiring Stacy Marquardt as the Community Development Planner at Grade 10, Step 2 with 25 days of annual leave. Pending a successful background check.