



**DATE:** March 13, 2023

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Dave Perrault, City Administrator

**SUBJECT:** Appointment of Elena Fransen to the Position of Senior Planner

|                         |                       |                        |
|-------------------------|-----------------------|------------------------|
| <b>Budgeted Amount:</b> | <b>Actual Amount:</b> | <b>Funding Source:</b> |
| N/A                     | N/A                   | Various                |

**Council Should Consider**

Motions to approve, table, or deny the following:

- Appointment of Elena Fransen to the position of Senior Planner at Grade 13 Step 1 on the City’s pay scale on a temporary basis through June 4, 2023.
- Appointment of Elena Fransen to the position of Senior Planner at Grade 13 Step 2 as an FTE and at Year 0 on the PTO scale, with a starting bank of 40 hours of PTO. All normal City policies apply, starting June 5, 2023.

**Discussion**

The City Council directed Staff to recruit for this position at a previous meeting. The City received six applications for this position and interviewed six candidates. Elena was selected as the top candidate. She is currently finishing her Master’s Program in Urban and Regional Planning at the University of Minnesota and worked most recently at the City of Fridley as a Community and Economic Development Intern.

**Budget Impact**

This position is replacing a previously budgeted position and will not adversely affect the 2023 budget.

**Attachment**

N/A