



REQUEST FOR COUNCIL ACTION

MEETING DATE: April 18, 2022
PREPARED BY: Human Resources
AGENDA ITEM: Appointment of building permit technician

PREVIOUS ACTIONS:

Motion to authorize staff to begin the recruitment process for the position of building permit technician scheduler due to the resignation of Austin Rademacher which is accepted with an effective date of March 18, 2022.

RECOMMENDED COUNCIL ACTION:

Motion to approve the appointment of Cynthia Woodard to the position of building permit technician in the Building Department at an annual salary of \$58,770.40 effective April 26, 2022 subject to a twelve-month probationary period. All required screenings and background checks have been successfully completed.

COMMENTS:

Cynthia was one of five applicants interviewed in April of 2022 with a panel consisting of the Building Department leadership, and human resources. Cynthia has over 20 years of experience as a building technician for the state of Delaware, and is relocating to Maple Grove and is as equally excited as we are for her to join the city.

ATTACHMENTS:

None