



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

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| Meeting Date | December 14, 2023 |
| Originating Department | Executive |
| Contact Person | Phillip Hill, City Administrator |
| Title | Resolution 23-1936/Appointing Mark Hofman as the Community Development Director |

Legislative History

- First Presentation/Proposed Action: December 14, 2023, City Council Regular Meeting
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Attachments:

1. Mark Hofman Cover letter & Resume
 2. Resolution No. 23-1936 confirming appointment
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Executive Summary

On November 28, 2023, the administration conducted interviews for the vacant Community Development Director position. Two applicants were interviewed, and Mark Hofman was the unanimous pick of the three interview panels.

Background

With the retirement of Director Steve Bennett, the administration has been recruiting to fill the Community Development Director position. During this second round of interviews, two candidates were interviewed by three panels consisting of city staff, the city attorney, the planning commission chair, four councilmembers and the mayor. The three panels recommended hiring Mark Hofman as the city's new Community Development Director.

Section 2.08.130 establishes the position and allows for the mayor to appoint an individual to the position subject to confirmation by a majority of the city council.

Fiscal & Policy Implications

The 2023/2024 biennial budget provides sufficient budget for this position.

Alternatives

| <i>Options</i> | <i>Results</i> |
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| <ul style="list-style-type: none">• Adopt Resolution 23-1936 authorizing the Mayor to appoint Mark Hofman as the Community Development Director. | Mr. Hofman will begin working for the city on January 8, 2024. |
| <ul style="list-style-type: none">• Do not adopt Resolution 23-1936 authorizing the Mayor to appoint Mark Hofman as the Community Development Director. | The administration would continue recruiting for the position. |
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Staff Recommendation

Adopt Resolution 23-1936 authorizing the Mayor to appoint Mark Hofman as the Community Development Director.