



MEMORANDUM

DATE: August 14, 2023
TO: Honorable Mayor and City Councilmembers
FROM: Dave Perrault, City Administrator
SUBJECT: Authorization to Recruit for a Public Works Maintenance Worker

Budgeted Amount:	Actual Amount:	Funding Source:
\$95,140	\$81,210 - \$95,140	Various Funds

Council Should Consider

Motions to approve, table, or deny the following:

- Recruit for a Public Works Maintenance Worker role

Background

The City currently has a vacant Public Works Maintenance Worker position; this is following the resignation of a previous maintenance worker. The anticipated process can be found below.

Anticipated process:

- Council approves authorization to begin the recruitment process
- Staff posts for the position
- Staff reviews applications and selects interview candidates and selects a finalist
- Staff will bring forward a finalist for official Council approval

Councilmembers have previously expressed an interest in being part of the interview panel for certain positions at City Hall; currently no Councilmembers are slated to be on the interview panel for this position. Should Council want to designate Councilmembers to attend they should do so with this authorization (it would need to be pulled from consent and approved).

Budget Impact

This position is filling an existing budgeted position and should not adversely affect the budget.

Attachments

N/A