



CITY COUNCIL MEETING

AGENDA ITEM

Prepared By: <i>Allie Polsfuss, City Administrator</i>	Meeting Date: <i>09/14/2026</i>	Item Name: <i>Part Time Public Works Maintenance Worker</i>
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BACKGROUND

The Public Works Department has not added a full-time employee since 2005. In the years since, the City has experienced significant growth in population, parks and public spaces, infrastructure, and overall service demands. The responsibilities associated with street maintenance, utilities, parks, equipment, and other public works operations have continued to increase as the duties have grown.

The Public Works Department currently consists of five employees; Public Works Director Zierden, Public Works Supervisor Carlson, and three Public Works Maintenance Workers (Carlson, Pratt and Schultz.) It is important the City begin to look at the future of the department as succession planning and growth of the department become necessary.

OVERVIEW

The Personnel Committee met on August 11th to discuss the possibility of an additional part-time Public Works position and offering the position to existing seasonal worker Owen Dabill. Owen Dabill was hired as a seasonal worker for the 2026 summer season. He has performed exceptionally well in the position and has expressed interest in continuing his employment with the City, with the long-term goal of becoming a full-time employee. This gives the City the opportunity of a part-time position to gradually increase capacity while preparing for eventual need for an additional public works employee.

As the City looks toward the future, succession planning and continued growth of the Public Works Department will become increasingly important. To begin preparing for an additional full-time position, which is anticipated to be needed by approximately 2028–2030, the Personnel Committee believes it may be beneficial to add a part-time Public Works Maintenance Worker position that could eventually transition to full-time employment.

Staff anticipates bringing the position back to the Personnel Committee for consideration as a full-time, benefit eligible position in 2028 (assuming Dabill has completed the necessary steps to meet the City's minimum qualifications.)

- If the Council or Personnel Committee does not see a need for a full-time position when the position is reviewed in the future, the part-time position could continue as needed.
- If Owen chooses to leave the City, staff would not recommend recruiting for another part-time position. Instead, staff would begin planning and budgeting for a future full-time Public Works Maintenance Worker position.

BUDGET IMPACT

2026: From September 15 through December 31, 2026, the estimated cost of the position is approximately \$6,000. This expense can be absorbed within parks and sewer fund.

2027: The estimated annual cost of the position is approximately \$22,000, to be allocated between the General Fund and Sewer Fund. This amount was included in the preliminary 2027 budget presented to the City Council in August.

STAFF RECOMMENDATION:

Approve the position and offer of employment to Owen Dabill as presented.