

Personnel Committee Recommendation for Building & Grounds

On Thursday, March 12, 2026, the Personnel Committee met to review the request of Tony Randazzo, Director of Technical Services and Duane Hoeppe, Building & Grounds Supervisor, for the establishment of a new Building and Grounds full-time position.

After review and discussion of the needs within that department as well as the proposed job description, the following is recommended:

1. The new full-time, hourly, non-exempt Building & Grounds Maintenance position be created. *This recommendation is based on the mounting maintenance items that have been postponed due to staffing issues; reducing the costs of outside contractor expenses to address immediate issues that could be done in house with appropriate staffing; reduction in over-time by alternating 4-day work week shifts.*
2. The salary for the new position be initially set at Grade 3/Step 3 with the ability to offer a range within that grade in an effort to attract a viable candidate.
3. The job description for the new position be approved and adopted. See attached.
4. That a budget amendment of \$12,000 for the 2025/2026 FY be approved.

Respectfully,

Jennifer Daniel, Chair
Joanna Hardesty
Nick Miller