



MEMO

To: Personnel Committee – Mayor Teske
From: Daron J Haugh – City Administrator
Subject: Maintenance & Janitorial Position
Date: 2024-07-23

The goal of eliminating our contractual cleaning service was to set the path to recruit and hire a new position that would take care of our janitorial/maintenance needs. With the cost savings we've had to date by eliminating them, I think we are in a good position to start the recruitment process of this position, and still come within our overall budget. If approved, I will go ahead and start creating the job description for the council to adopt, as well as get the position posted. My ideal timeframe for this individual to start would be the end of August, first part of September, 2024.