

M E M O

RE: Appointment to Building Maintenance Technician

With the resignation of the former Building Maintenance Technician, the Public Works Director and City Administrator are recommending to promote Eric Carstensen, current Public Works Operator to the position. Eric has acquired his been working closely with the current building maintenance technician and has received his boilers license. He is also working towards getting his pool operator certification later this year. As a seasoned employee, City Administrator LaBrune is recommending Eric be placed at grade 10, step 2 of the city's current pay scale effective 1/31/2026.