

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: Authorization to Hire Seasonal Staff
DATE: June 2, 2025

OVERVIEW:

Public Works is evolving as a team, the department is utilizing the talents on staff saving the city funding that was previously spent on contractors in years past and it leaves a void in for daily tasks such as mowing, weed whipping, emptying garbage, and watering trees. Hiring a seasonal will help fill some of the void and allow staff to continue working on special projects. Examples of these special projects include recycling improvements, road maintenance (gravel and asphalt), stormwater maintenance, park improvements, weed spraying, and ditch mowing.

A seasonal worker also helps with project timeliness which is important for successful management and allows staff the opportunity to accomplish more projects in a season.

ACTION TO BE CONSIDERED:

The Council approves the Mayor signing the Resolution 2025-29 Authorizing the Hiring of Seasonal Staff.

BUDGET IMPLICATION:

Funding for this seasonal position will be found in the Streets and Parks Project and Sidewalk Maintenance Budgets.

Attachments:

- Seasonal Public Works Maintenance Job Description
- Resolution 2025-29 Authorizing the Hiring of Seasonal Staff