

# **MEMORANDUM**

**TO: MAYOR AND CITY COUNCIL**

**FROM: Tom Bergeson, Director of Public Works**

**SUBJECT: Public Works Part Time Hire**

**DATE: June 16, 2015**

## **BACKGROUND**

Staff and the Personnel Committee interviewed Dustin Safe in the previous interviews for Maintenance I. We recommend hiring him as a part time employee at Pay Grade 4, Step 1, pending the successful completion of all pre-employment checks.

## **STAFF RECOMMENDATION**

Staff recommends approving the hire of Dustin Safe for the part time position at Pay Grade 4, Step 1 effective after the completion of all pre-employment checks.

## **REQUESTED COUNCIL ACTION**

I respectfully request a motion hiring Dustin Safe for the part time position at Pay Grade 4, Step 1 effective after the completion of all pre-employment checks.