



## MAYOR AND COUNCIL COMMUNICATION

DATE: 11/7/2017

CONSENT

ITEM #15

**AGENDA ITEM:** Authorization to Advertise and Hire Part-Time Warming House Attendants

**SUBMITTED BY:** Rob Weldon, Public Works Director

**REVIEWED BY:** Kristina Handt, City Administrator

---

**BACKGROUND:** Each year during the winter months the Public Works Department hires part-time staff to operate and supervise the warming house and ice rink at Lions Park. Historically the warming house is staffed and operated 45 hours each week by part-time staff.

These positions will begin as soon as weather permits and end as temperatures increase and conditions to keep a solid ice surface are no longer favorable.

**ISSUE BEFORE COUNCIL:** Should the City Council authorize posting and hiring of up to three (3) part-time employees to staff the Lions Park Warming House during the ice skating season?

**PROPOSAL DETAILS/ANALYSIS:** Through the proposed advertising and hiring of part-time warming house attendants the city assures adequate staffing and services provided to ice rink and warming house users. Utilization of multiple employees allows the warming house to be open for more hours without the need to pay overtime while offering a flexible schedule over nights, weekends and holidays.

**FISCAL IMPACT:** Funds for these positions are included in both 2017 & 2018 General Budgets. Hourly pay range would be \$10-11, depending on experience.

These positions are not eligible for benefits.

**OPTIONS:**

- Authorize advertising and hiring of up to three (3) part time Warming House Attendants.
- Do not authorize advertisement and hiring of three (3) part time Warming House Attendants.
- Table for further discussion.

**RECOMMENDATION:** If removed from the consent agenda:

*“Motion to advertise and hire up to three (3) part time Warming House Attendants for the 2017-2018 winter season.”*