

**Watertown City Council**

April 9, 2023

<b>Agenda Item:</b>	<b>Hiring of Part-Time Audio-Visual Employee</b>
<b>Request for Action:</b>	<b>Adopt Resolution #2023-31, Approving the hiring of a Part-Time Audio-Visual Employee</b>
<b>Employee/Dept.:</b>	<b>Margaret Reisdorf, Administrative Services Director</b>

**Background:**

At the April 25, 2023, City Council meeting, the city's current Audio-Visual Employee's resignation was accepted and as a result the city has been looking to hiring a new person for the position.

Staff posted the position at a rate of \$17 per hour.

This position performs the audio-visual work for the City of Watertown's two City Council meetings each month and one of the Watertown-Mayer School District School Board meetings. Special events/meetings that require recording may be required as well on an as needed basis.

**Budget Impact:**

The \$17/hour wage is \$2 more per hour than what the City budgeted for, but it will then be consistent with our other part-time/seasonal roles. Given the limited hours of this position, the increase is generally immaterial (amounting to less than \$500).

**Applications:**

The city received an application for the position. City staff interviewed Howard Simar for the position. He has extensive experience with Audio-Visual equipment and operations.

**Recommendation:**

Staff is recommending approval of hiring Howard Simar for the City's Audio-Visual position at a rate of \$17 per hour.

**Motion Type:**

Simple majority vote of members present.

**Requested Action/Motion:**

*"I move to adopt Resolution #2023-31, approving the hiring of Howard Simar for the Audio-Visual position at a rate of \$17 per hour".*

**Attachments:**

Resolution #2023-31

**CITY OF WATERTOWN  
RESOLUTION NO. 2023-31**

**RESOLUTION APPROVING THE HIRING OF AN PART-TIME AUDIO-VISUAL  
EMPLOYEE**

**WHEREAS**, the City of Watertown (the “City”) had a vacancy in its Audio-Visual position and solicited and posted to fill the vacancy; and

**WHEREAS**, the position is an existing position and is part of the 2023 budget; and

**WHEREAS**, staff is recommending the hiring of Howard Simar at the rate of \$17 per hour; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Watertown, Minnesota, hereby approves the appointment Howard Simar to the part-time Audio-Visual position.

Adopted by the City Council of the City of Watertown this 9th day of May 2023.

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Michael Walters, Mayor

ATTEST: \_\_\_\_\_  
Margaret Reisdorf, Administrative Services Director