



**M E M O R A N D U M**

**TO:** Jim Gray, Mayor  
Sally Hamilton, Chief Administrative Officer  
Council Members

**FROM:**   
John Maxwell, Director  
Division of Human Resources

**DATE:** February 5, 2018

**SUBJECT:** **Extend Positions – Division of Waste Management**

**Request:**

The attached is requesting authorization to extend one (1) unclassified position of Administrative Specialist (Grade 513N) for a term of four (4) years beginning March 23, 2018 and ending March 23, 2022 within the Division of Waste Management, effective upon passage by Council.

**Why are you requesting?**

The Division of Waste Management is requesting an extension of this position to handle recycling administrative duties at the Materials Recovery Facility.

**What is the cost in the budget year and future budget year?**

These positions were included in the FY 18 budget adopted by the Urban County Council.

**File Number:**

0159-18

**Director/Commission:** John Maxwell/Sally Hamilton

