


M E M O R A N D U M

TO: Linda Gorton, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
Tamara Walters, Director
Division of Human Resources

DATE: June 30, 2023

RE: **Abolish/Create positions - Division of Streets and Roads**

Request:

The attached action is requesting authorization to abolish one (1) classified civil service position of Stores Clerk (Grade 509N) and create one (1) classified position of Public Service Worker Sr. (Grade 510N) in the Division of Streets and Roads, effective upon passage of Council.

Why are you requesting?

Upon the request of the division, the Division of Human Resources conducted a classification study on the requested position. The position was analyzed by staff using the whole job rank and factor comparison methods. As a result, a recommendation for their requested position is described in this action.

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

This has a 12-month future impact of a cost of \$1,010.49 and funds are budgeted.



Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Stores Clerk	(\$35,164.48)	\$0	(\$35,164.48)
Public Service Worker Sr.	\$0	\$35,936.16	\$35,936.16
Total Annual Impact/ Salary and Benefits \$1,010.49			

File Number:

0725-23

Director/Commissioner: Tamara Walters/Sally Hamilton

If you have questions or additional information is warranted, please contact Alisha Lyle (859) 258-3957.

