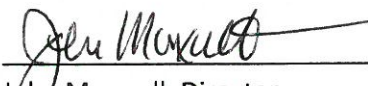




M E M O R A N D U M

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

FROM: 
John Maxwell, Director
Division of Human Resources

DATE: November 13, 2017

SUBJECT: Abolish/Create position – Division of Streets and Roads

Request:

The attached action is requesting authorization to abolish one (1) vacant classified position of Arborist (Grade 517N) and create one (1) classified position of Operations Supervisor (Grade 518E) in the Division of Streets and Roads, effective upon passage by Council.

Why are you requesting?

Upon the request of the division, and in accordance with the Code of Ordinances, 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 years?

To illustrate, this has a 12-month future impact cost of \$2,879.96.



Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Arborist	(\$46,487.58)	\$0	(\$46,487.58)
Operations Supervisor	\$0	\$48,810.11	\$48,810.11
Total Annual Impact/ Salary and Benefits \$2,879.96			

File Number:

1271-17

Director/Commissioner: John Maxwell/Sally Hamilton

If you have questions or need additional information, please contact Alisha Lyle at 258-3957.

