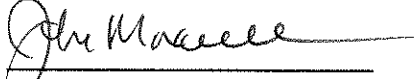




M E M O R A N D U M

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

FROM: 
John Maxwell, Director
Division of Human Resources

DATE: June 13, 2016

RE: Create Positions FY 2017

The attached action amends Sections 21-5, 22-5 and 23-5 of the Code of Ordinances, creating positions that were funded and approved in the FY 2017 budget process, to become effective July 1, 2016.

These approved positions include the following:

- In 21-5 of the Code of Ordinances:
 - one (1) position of Administrative Specialist in the Division of Revenue;
 - one (1) position of Municipal Engineer Sr. and one (1) position of Engineering Technician in the Division of Engineering;
 - one (1) position of Vehicle & Equipment Mechanic in the Division of Streets and Roads;
 - one (1) position of Code Enforcement Officer in the Division of Code Enforcement;
 - one (1) position of OSP Network Supervisor in the Division of Traffic Engineering;
 - one (1) position of Human Resources Generalist and one (1) position of Human Resources Analyst in the Division of Human Resources;
 - two (2) positions of Security Officer in the Department of Public Safety;
 - one (1) position of Radio/Electronics Specialist in the Division of Emergency Management/E911;
 - one (1) position of Intelligence Specialist in the Division of Police;



- one (1) position of Fleet Operations Supervisor, three (3) positions of Heavy Equipment Technician and one (1) position of Fleet Parts Specialist in the Division of Facilities and Fleet Management;
- one (1) position of Project Manager in the Division of Parks and Recreation; and,
- In 22-5 of the Code of Ordinances:
 - one (1) position of Security Officer P/T in the Department of Public Safety;
- In 23-5 of the Code of Ordinances:
 - twenty (20) positions of Police Officer in the Division of Police.

The attached action is also requesting authorization to:

- reallocate one (1) classified position of Accounts Payable Supervisor (Grade 520E) to (Grade 525E) and reclassify the incumbent in the Division of Accounting;

The fiscal impact for FY 2017 (26 pay periods) will be budget neutral. All funding for the new positions is included in the FY 2017 approved budget.

File Number:

0734-16

Director/Commissioner:

John Maxwell/Sally Hamilton

If you have questions or need additional information, please contact Alisha Lyle 859-258-3957.

