



Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Sally Hamilton
Chief Administrative Officer

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 8, 2015

SUBJECT: **Extend Position—Division of Water Quality**

The attached is requesting authorization to extend one (1) position of Staff Assistant Sr. (Grade 510N) and one (1) position of Project Engineering Coordinator (Grade 525E) for a term of four (4) years beginning June 1, 2015 and ending June 1, 2019 within the Division of Water Quality, effective upon passage by Council.

The Division of Water Quality is requesting an extension of the term for four (4) more years for the position of Staff Assistant Sr. to continue the responsibility for reception, record keeping, filing, report generation and other clerical duties. The position of Project Engineering Coordinator will be responsible for assisting the division in easement acquisition for capital construction projects, including those required as part of the remedial projects plan.

This position is fully funded for FY 2016.

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

Log # 15-0074