



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

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

**FROM:**   
Glenda Humphrey George, Director  
Division of Human Resources

**DATE:** January 16, 2025

**RE:** Abolish Unfunded Vacant Positions

The attached action amends the classified civil service and unclassified civil service authorized strength as follows:

In the classified civil service authorized strength:

- Abolish one (1) classified civil service position of Administrative Specialist (Grade 516N) in the Division of Community Corrections;

In the unclassified civil service authorized strength:

- Abolish one (1) unclassified civil service position of Program Instructor (Grade 506N) in the Division of Parks and Recreation;
- Abolish two (2) unclassified civil service positions of Program Leader (Grade 508N) in the Division of Parks and Recreation.

The fiscal impact for these positions will be budget-neutral and effective upon passage of Council.

**File Number:** 0086.25

**Director/Commissioner:** Glenda Humphrey George/Sally Hamilton

If you have questions or need additional information, please contact Alana Morton at 859-258-3037.

