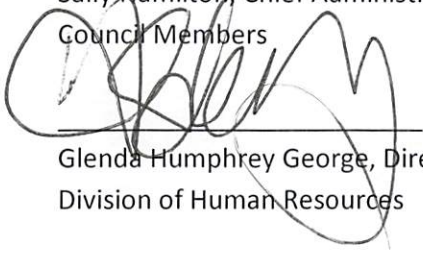




MEMORANDUM

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

FROM: 
Glenda Humphrey George, Director
Division of Human Resources

DATE: January 6, 2025

SUBJECT: Create position – Division of Human Resources

Request:

The attached action is requesting authorization to create one (1) classified position of Human Resources Manager (Grade 527E) in the Division of Human Resources, effective upon passage of Council.

Why are you requesting:

The Division of Human Resources is requesting to create an HR Manager position that will be located at the Division of Waste Management. This position will handle recruitment, hiring, new employee orientation, employee relations matters, discipline and CBA issues.

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

This has a 12-month future impact cost of \$115,032.93.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Human Resources Manager	\$0	\$85,693.92	\$85,693.92
Total Annual Impact/ Salary and Benefits \$115,032.93			



File Number: 0069.25

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

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

