




MEMORANDUM

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

FROM: 
Tamara Walters, Director
Division of Human Resources

DATE: June 27, 2022

RE: Abolish and Create Positions - FY 2023 Budget

The attached action amends the unclassified civil service authorized strength, abolishing and creating positions as approved in the FY 2023 budget process, to become effective July 1, 2022.

- In 22-5 of the Code of Ordinances:
 - Abolish one (1) unclassified civil service position of Citizen's Advocate P/T (Grade 518E) and create one (1) unclassified civil service position of Citizen's Advocate (Grade 518E) in the Office of Citizen's Advocate and transfer the incumbent;
 - Create one (1) unclassified civil service position of Family Court Services Specialist (Grade 516N) in Office of Circuit Judges;
 - Abolish one (1) unclassified civil service position of Administrative Officer (Grade 523E) in the Division of Grants and Special Programs.

The fiscal impact for FY 2023 (26 pay periods) will be budget neutral. All funding for the new positions is included in the FY 2023 approved budget.

File Number: **688-22**
Director/Commissioner: Tamara Walters/Sally Hamilton

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

