




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

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

**FROM:**   
Tamara Walters, Director  
Division of Human Resources

**DATE:** September 1, 2022

**RE:** Abolish and Create Positions - FY 2023 Budget

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

These approved positions include the following:

- Create one (1) classified civil service position of Recreation Supervisor (Grade 514E) in the Department of Social Services.
- Create one (1) unclassified civil service position of Administrative Specialist Sr. (Grade 516N) in the Office of the Mayor.

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

**File Number:**

0906-22

**Director/Commissioner:** Tamara Walters/Sally Hamilton

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

