



MEMORANDUM

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

FROM: Glenda H. George by EH
Glenda Humphrey George, Director
Division of Human Resources

DATE: July 30, 2025

RE: FY 2026 – Amending the Authorized Strength

Request:

The attached action is requesting authorization to abolish the following vacant positions, as approved in the FY 2026 Budget:

- Abolish two (2) unclassified civil service positions of Overdose Prevention Project Coordinator (Grade 519N) in the Division of Fire and Emergency Services (two (2) offsetting classified positions of Overdose Prevention Project Coordinator were created by Ordinance 32-2025, which now filled);
- Abolish one (1) unclassified position of Equipment Operator P/T (Grade 510N) in the Division of Youth Services (this position is no longer needed based on the current needs of the division);
- Abolish one (1) unclassified position of Extended School Program Supervisor (Grade 519E), one (1) Extended School Program Coordinator (Grade 516E) and three (3) Custodial Worker (Grade 506N) positions in the Division of Parks and Recreation (the Extended School Program positions have been vacant since 2021 due to organizational adjustments that resulted in operational efficiencies, making these positions redundant; the Custodial Worker positions are a holdover of an old classification of seasonal/part-time positions that is no longer used);
- Abolish one (1) unclassified position of Accountant (Grade 518N) in the Division of Grants and Special Programs (this position was 100 percent grant funded and has ended);
- Effective retroactive to July 1, 2025.



Why are you requesting?

During the FY26 budgeting process, these vacant positions were found to be no longer needed.

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

There is no fiscal impact associated with this action.

File Number: 0713.25

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

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

