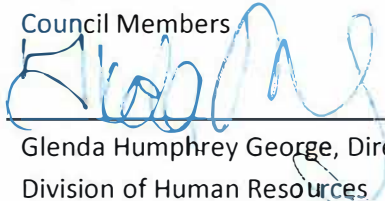




MEMORANDUM

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

FROM: 
Glenda Humphrey George, Director
Division of Human Resources

DATE: October 18, 2024

SUBJECT: Abolish/Create positions – Division of Water Quality

Request:

The attached action amends the classified civil service and unclassified civil service authorized strength in the Division of Water Quality as follows:

- In the classified civil service authorized strength:
 - Abolish one (1) classified position of HVAC Technician (Grade 519N);
 - Abolish one (1) classified position of Industrial Mechanic (Grade 517N);
 - Create two (2) classified positions of Public Service Supervisor (Grade 517N).
- In the unclassified civil service authorized strength:
 - Abolish one (1) unclassified position of Staff Assistant Sr. (Grade 511N);
 - Create one (1) unclassified position of Administrative Specialist Principal (Grade 520N), expiring December 31, 2030.

Why are you requesting:

The purpose of these positions is to contribute to the overall success of daily operations and assist upper management in meeting the goals and objectives in the division of Water Quality.

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

This has a 12-month future impact cost of \$20,704.48.



Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
HVAC Technician	\$58,000.80	\$0	(\$58,000.80)
Industrial Mechanic	\$52,609.44	\$0	(\$52,609.44)
Staff Assistant Sr.	\$39,257.92	\$0	(\$39,257.92)
Administrative Specialist Prnl.	\$0	\$60,900.32	\$60,900.32
Public Service Supervisor	\$0	\$52,609.44	(\$52,609.44)
Public Service Supervisor	\$0	\$52,609.44	(\$52,609.44)
Total Annual Impact/ Salary and Benefits \$20,704.48			

File Number: 1083 . 24

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

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

