



MEMORANDUM

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

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

DATE: August 8, 2022

SUBJECT: Transfer Positions – Division of Youth Services/Division of Parks and Recreation

Request:

The attached action is requesting authorization to abolish one (1) vacant unclassified position of Life Skills Program Instructor (Grade 512N) in the Division of Youth Services, create one (1) classified position of Recreation Supervisor (Grade 514E) in the Division of Parks and Recreation and transfer two (2) vacant unclassified positions of Educational Program Aide PT from the Division of Youth Services to Division of Parks and Recreation. Funds associated with this position will also transfer all effective upon passage of Council.

Why are you requesting:

This organizational realignment is designed to streamline the daily operational programming for the parks centers.

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

This has a 12-month future impact of a cost of \$5,462.25.



Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Life Skills Program Instructor	(\$39,617.76)	\$0	(\$39,617.76)
Recreation Supervisor	\$43,680.00	\$0	\$43,680.00
Total Annual Impact/ Salary and Benefits \$5,462.25			

File Number:

0934-22

Director/Commissioner: Tamara Walters/Sally Hamilton

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

