MAYOR LINDA GORTON

LEXINGTON

GLENDA HUMPHREY GEORGE
DIRECTOR
HUMAN RESOURCES

MEMORANDUM

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

FROM: _____
Glenda Humphrey George, Director
Division of Human Resources

DATE: September 18, 2026

SUBJECT: Abolish/Create positions – Division of Water Quality

Request:
The attached requests authorization to amend the authorized strength as follows:

- Abolish one (1) classified position of Electronic/Computer Controls Specialist (Grade 517N),
- Abolish three (3) classified positions of Electrician (Grade 519N)
- Abolish two (2) classified positions of Production Maintenance Technician (Grade 517N)
- Create two (2) classified positions of Instrumentation and Controls Technician (Grade 517N)
- Create four (4) classified positions of Instrumentation and Controls Specialist (Grade 521N)
- Change the classification title of one (1) classified civil service position of Electronic/Computer Controls Manager (Grade 523E) and the incumbent to Instrumentation and Controls Manager (Grade 523E),
- All in the Division of Water Quality, effective upon passage of Council.

Why are you requesting:
The primary goal of this request is to create titles, pay grades, and qualification sets that will attract and retain qualified candidates in a competitive industrial job market. Creating appropriately aligned classifications will help ensure the Division can recruit individuals with the necessary skills and experience to meet operational needs and maintain service quality.

What is the cost in this budget year and future budget year?
This has a 12-month fiscal impact cost of $37,421.41.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Electronic/Computer Controls Specialist	$53,932.32	$0	($53,932.32)
Electrician (3)	$178,376.64	$0	($178,376.64)
Production Maintenance Technician (2)	$107,864.64	$0	($107,864.64)
Instrumentation and Controls Technician	$0	$107,864.64	$107,864.64
Instrumentation and Controls Specialist	$0	$262,221.44	$262,221.44
Total Annual Impact/ Salary and Benefits $37,421.41			

File Number: 0835-26

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

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