



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: November 4, 2025

SUBJECT: Create position – Division of Accounting

Request:

The attached action is requesting authorization to create one (1) classified position of Accountant Sr. (Grade 524E) in the Division of Accounting, effective upon passage of Council.

Why are you requesting:

The purpose of this position is to facilitate the transition of all ARPA-funded positions to become classified civil service positions.

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

This has a 12-month future impact cost of \$100,744.13.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Accountant Sr.	\$0	\$75,133.76	\$75,133.76
Total Annual Impact/ Salary and Benefits \$100,744.13			

File Number: 1071.25

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

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

