

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number _____

Meeting Type: Regular

Meeting Date: 8/22/2013

Action Requested By:
Inspection

Agenda Item Type
Motion

Subject Matter:

Advertise Position for License and Permit Clerk

Exact Wording for the Agenda:

Approval to advertise and fill the position of License and Permit Clerk, Grade 10.

Note: If amendment, please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

Action to fill position as authorized by Budget Ordinance must be approved by City Council per Section 9 (e), Ordinance 95-659.

Associated Cost:

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: Randy C. [Signature]

Date: 8-06-13