

**CITY COUNCIL AGENDA ITEM COVER MEMO**

Agenda Item Number: \_\_\_\_\_

Meeting Type: Regular

Meeting Date: Nov 5, 2015

Action Requested By: Landscape Management

Agenda Type: Resolution

**Subject Matter:**

One (1) General Clerk II position authorization to replace.

**Exact Wording for the Agenda:**

Request for authorization to advertise and fill one (1) General Clerk II.

**Note: If amendment, Please state title and number of the original!**

Item to be considered for: Action

Unanimous Consent Required: No

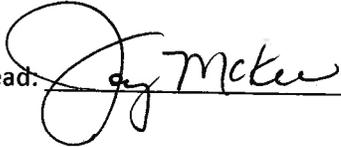
Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

Request for authorization to advertise and fill one (1) General Clerk II.

Associated Cost: \_\_\_\_\_

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: 

Date: 10-27-2015