

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Jan 28, 2016

Action Requested By: Parks and Recreation

Agenda Type: Ordinance

Subject Matter:

Request for authorization to advertise to the public and fill the position of one (1) Regular Full-time Cashier, Grade 1.

Exact Wording for the Agenda:

Request for authorization to advertise to the public and fill the position of one (1) Regular Full-time Cashier, Grade 1.

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

Item to be considered for: Action

Unanimous Consent Required: _____

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.

Parks and Recreation requests authorization to fill one (1) Regular Full-time Cashier position by advertising to both the public and current City employees.

Associated Cost: _____

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: [Signature]

Date: 12.23.15