CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Aug 25, 2016

Action Requested By: Animal Services

Agenda Type: Motion

Subject Matter:

Animal Shelter Program Coordinator

Exact Wording for the Agenda:

Request for approval to advertise and fill (1) regular, full-time position of Animal Shelter Program Coordinator, Grade 12.

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

Item to be considered for: Action

Unanimous Consent Required: Yes

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.

This approval is being requested because few or no applicants would be received when advertised within all City Departments.

Associated Cost: n/a

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: Karen Hill

Date: Aug 10, 2016