

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Oct 6, 2016

Action Requested By: Public Works

Agenda Type: Resolution

Subject Matter:

One (1) Secretary II position

Exact Wording for the Agenda:

Request for authorization to advertise and fill one (1) Secretary II position.

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.

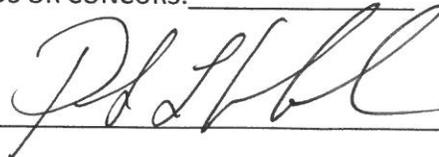
Due to a vacancy created by retirement filling this position is vital to Public Works ability to continue providing services to the City of Huntsville and it's citizens.

Associated Cost: _____

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: _____

Department Head: _____



Date: _____

9/27/16