



COMMISSION STAFF REPORT

DEPARTMENT: Commission

SUBJECT: Motion to approve Human Resources/ Risk Management position and pay scale – **Commissioner Shrouder**

RECOMMENDATION:

- Commissioner Shrouder is requesting approval of the Human Resources/Risk Management position and pay scale

BACKGROUND OF ITEM:

- At the regular City Commission meeting of August 24, 2021 the Commission approved a separate department for HR and Risk Management to include a director position. Commissioner Shrouder is now requesting to approve the director position and pay scale.

ANALYSIS:

- N/A

ALTERNATIVES:

- N/A

ATTACHMENTS/BACKUP:

1. Draft Director of Human Resources and Risk Management job description
2. Draft City Clerk job description
3. Pay plan for City Clerk position and Director of Human Resources and Risk Management