

# Downtown Development Authority

City of Gladstone  
1100 Delta Ave  
Gladstone, MI 49837

## Staff Report

**Agenda Date:** 07/02/2024  
**Department:** DDA  
**Presenter:** Patricia West

**AGENDA ITEM TITLE:**

Authorization for DDA Director to Hire Personnel

**BACKGROUND:**

Looking to streamline efficiencies in future hires (Farmers Market Coordinator, Old-Fashioned Christmas Coordinator, contract employees for special projects).

**FISCAL EFFECT:**

Up to \$10,000

**SUPPORTING DOCUMENTATION:**

**RECOMMENDATION:**

Motion to grant the DDA Director the authority to oversee the hiring process and hiring decisions for seasonal employees, temporary employees, and contract employees such that the annual budget commitment is less than \$10,000 and the process is in alignment with the City of Gladstone's Policies and Procedures.

