



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Jennifer Harrell

MEETING DATE: November 2, 2023

AGENDA SECTION: CONSENT

DEPARTMENT: Human Resources

TITLE OF ITEM: Utilities Compliance Coordinator job description – *Jennifer Harrell, HR Director*

SUGGESTED MOTION(S):

I move City Council adopt the Utilities Compliance Coordinator position and job description as presented.

SUMMARY:

The current Environmental Compliance Coordinator position has taken on a broader role and is outside of that job description. The Utilities Compliance Coordinator position is reflective of the work that is being performed. The individual in the role of Environmental Compliance Coordinator will be promoted to the new Utilities Compliance Coordinator position. The position will be classified in grade 17 of the City of Hendersonville pay scale.

BUDGET IMPACT: \$2,983.34

Is this expenditure approved in the current fiscal year budget?

If no, describe how it will be funded.

ATTACHMENTS: Utilities Compliance Coordinator job description