



MEMO

HUMAN RESOURCES

To: Finance and Personnel Committee
From: Shanon Swaney, Human Resources Director
Date: December 18, 2023
Re: Notification of Retirement and Approval to Fill Position

Bill Leon, Sweeper Operator in the street department, has turned in official notice of his retirement. Bill has been with the street department since 1997. His last day of employment will be 1/2/2024

Staff seeks authorization from the Finance and Personnel Committee to fill a Laborer position due to retirement.

