

MEETING DATE

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Approval of Job Descriptions

DEPT / OFFICE: Human Resources

Originator: Louann Black		
City Manager Paul Dyal	Department Director Human Resources	Date 4/17/2023
Recommended Action: Approval of budgeted new job descriptions for the City of Lake City		
Summary Explanation & Background: City Council approved new job descriptions in FY 2023 budget. Job descriptions are attached. <u>New Role</u> Procurement Analyst - Replaces Procurement Coordinator Procurement Clerk (Full Time) - Replaces Procurement Clerk (Part Time)		
Alternatives: Not Approve		
Source of Funds: Budget - 2023		
Financial Impact: New roles have been approved by Council for the 2023 budget		
Exhibits Attached: Job Descriptions		