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MEMORANDUM

To: *Ron Whitlatch, City Manager* Date: *February 27, 2026*
From: *Angela Solesbee, HR Director*
Subject: *Department Update for City Manager Report*

- Recruitment:
  - Communications Specialist – See PD City Manager Report for detail.
  - Police Officer – See PD City Manager Report for detail.

  - Development Services Technician – Position open until filled.
  - Maintenance Worker Parks – Position filled. Employee started 2/23/2026.

- Benefits:
  - Business as usual.

- Classification and Compensation:
  - Business as usual.

- Training and Development:
  - February All Employee training – AI Cybersecurity
  - March All Employee training – Neutralize Bullying

  - February Safety training – Behavioral Based Safety
  - March Safety training – Workplace Violence Prevention

- Performance Management:
  - Ongoing project of evaluation of current performance evaluation process/structure.
  - 59 evaluations are past due as of 2/27/2026 (60% overall)
    - 6 in Finance (oldest is over 3 years past due)
    - 1 in Development Services (over 1 year past due)
    - 16 in Public Works (oldest is over 3 years past due)
    - 11 in SC/LINX (oldest is over 1year past due)
    - 25 in Police Department (oldest is over 7 years past due)

- Other:
  - AFSCME Negotiations begin 3/2/2026.