



925 S. Main Street
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MEMORANDUM

To: *Ron Whitlatch, City Manager* Date: *July 31, 2026*
From: *Angela Solesbee, HR Director*
Subject: *Department Update for City Manager Report*

- Recruitment:
 - Communications Specialist – See PD City Manager Report for detail.
 - LINX Driver PT – Position posted open until filled.
- Benefits:
 - Request For Coverage (RFC) for 2027 calendar year complete. No significant changes to benefits. Open Enrollment coming on September 29th.
- Classification and Compensation:
 - AFSCME Market Review, Classification review, and Salary Schedule changes underway per the newly ratified 2026-2029 CBA (pending Council approval).
- Training and Development:
 - July All Employee training – Generative AI Safety and Prompt Hygiene
 - August All Employee training – Whistleblower Reporting
 - July Safety training – Mosquito, Tick, and Vector-Borne Illnesses
 - August Safety training – Cold, Flu, and Transmittible Illness Prevention
- Performance Management:
 - Evaluation of current performance evaluation process/structure on hold.
 - 64 evaluations are past due as of 7/31/2026 (60% overall)
 - 6 in Finance (oldest is 4 years past due)
 - 21 in Public Works (oldest is 4 years past due)
 - 2 in Development Services (2 years past due)
 - 13 in SC/LINX (oldest is 2 years past due)
 - 22 in Police Department (oldest is 7 years past due)
- Other:
 - AFSCME Negotiations complete. CBA ratified. Pending Council approval.