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## MEMO

TO: Mayor McFarland and Committee Members  
FROM: Jaynellen J. Holloway, P.E.  
DATE: November 10, 2022  
RE: Finance Committee Agenda Narrative for November 21, 2022

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### Agenda Items:

Review and take possible action: Adjustment of 2022 Payroll Resolution to add Operations Manager at Grade R

### BACKGROUND

Review and take possible action: Adjustment of 2022 Payroll Resolution to add Operations Manager at Grade R: The Public Works Director/City Engineer recently sent to Carlson Dettmann all three restructured Street/Solid Waste Division of the Public Works Department positions to be reviewed and have Grades determined. Those positions Operations Manager, Assistant Operations Manager, and Working Foreman. Carlson Dettmann reviewed and sent their recommendation to set the grades as follows: Operations Manager be set at Grade R; Assistant Operations Manager set at Grade M; and the Working Foreman be set at Grade J.

### Attachments:

Review and take possible action: Adjustment of 2022 Payroll Resolution to add Operations Manager at Grade R:

- Carlson Dettmann Review Letter
- Draft Resolution