



## Agenda Memo

**TO:** City Council

**FROM:** Sharon Payne – City Clerk

**SUBJECT:** Staffing of the Maintenance Department

**DATE:** August 10, 2022

**Background:**

The maintenance supervisor provided notice to terminate employment with the city. His last day of employment will be August 11, 2022.

**Request:**

Who will the current staff report to?

Who is in charge?

Who will be Water Treatment Plant operator of record (this may also be covered under engineer)?