



RESOLUTION 2021-038

APPROVING HIRING IN CERTAIN POSITIONS BY THE CITY MANAGER PRO TEM

WHEREAS, Section 33 of the City Charter requires Council appoint a City Manager Pro Tem when the position of City Manager becomes vacant; and

WHEREAS, the City has appointed Kristen Switzer as City Manager Pro Tem; and

WHEREAS, under the Charter, Kristen Switzer, as City Manager Pro Tem, has all of the authority and responsibilities of the City Manager except relative to the appointment and removal of City employees, which can only be done with Council approval; and

WHEREAS, the Council has been informed that the City has a need to make appointments in certain positions to ensure the City's continuing municipal operations; and

WHEREAS, the Human Resources Manager, by and through the City Manager Pro Tem, has informed the Council that all appointments for which Council approval is sought are done consistent with the City's human resources policies and protocols.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The City Council hereby approves the City Manager Pro Tem making appointments in the positions listed in the attached Exhibit A.


Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 15th of June, 2021.



Keith Mays, Mayor

Attest:



Sylvia Murphy, MMC, City Recorder

Exhibit A

Number of Positions	Position Title	Position Justification
1	Court Clerk I	Vacant
2	Lead Maintenance Worker	Vacant
2	Lead Telecom Utility Worker	Requested in FY2021-22 budget
5	Telecommunication Utility Worker II	Requested in FY2021-22 budget
1	Public Works Technician	Requested in FY2021-22 budget
2	Administrative Assistant (one part-time and one full-time)	Vacant full-time position, Part-time Requested in FY2021-22 budget
1	Plans Examiner	Requested in FY2021-22 budget
1	IT Manager	Requested in FY2021-22 budget
1	Broadband Manager	Requested in FY2021-22 budget
1	HR Specialist (part-time)	Requested in FY2021-22 budget
4	Police Officers	1 Vacant, 3 Anticipated Vacancies
8	Seasonal Maintenance Worker	Vacant
2	Library Assistant I (On-Call)	Vacant
1	Police Chief (Limited Duration)	Anticipated vacancy
1	Sergeant (Limited Duration)	Anticipated vacancy