



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: October 13, 2020

ITEM: RESOLUTION NO. 20-53. To revise the job description for Assistant Director of Public Works – Engineering.

DEPARTMENT: Public Works

PROPOSED ACTION: Adopt Resolution

BACKGROUND: At the September 15th work session, staff provided information regarding the evolving roles of the Engineering department and the need to provide flexibility in hiring the Assistant Director position. Adjustments to the job description include additional certifications to reflect more recent program responsibilities administered by the Engineering Division. At the work session, Council support the job description revisions.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Adopt Resolution

ATTACHMENTS: (1) Revised Assistant Director of Public Works – Engineering Job Description; (2) Resolution 20-53

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.