

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #18-122**

**RESOLUTION APPROVING AN ADJUSTMENT TO THE HOURS WORKED BY TWO EMPLOYEES IN THE COMMUNITY DEVELOPMENT DEPARTMENT.**

**WHEREAS**, the Community Development Department has a Permit Technician working 40 hours per week and an Economic Development Administrative Assistant budgeted to work 20 hours per week; and

**WHEREAS**, Staff is currently recruiting for the Administrative Assistant position; and

**WHEREAS**, the Permit Technician requested a reduction in her schedule to an average of 32.5 hours per week and staff recommends approval of the reduction; and

**WHEREAS**, Staff recommends reallocating the approximate difference in savings to the Economic Development Administrative Assistant position; changing the position from an average of 20 hours per week to an average of 28 hours per week.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) Motion to resolution 18-122 approving Permit Technician, Ms. Ellen Krueger, to work a reduced schedule, averaging 32.50 hours per week, effective July 1, 2018 and to increase the Economic Development Administrative Assistant to an average of 28 hours per week.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 26<sup>th</sup> day of June, 2018.

---

Mayor

**ATTEST:**

---

City Clerk