



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 3/23/2023

File ID: TMP-2754

Department: Human Resources

Subject:

Type of Action: Introduction

Resolution to appoint certain department head to department position to serve with the Mayor's term of office.

Type of Document: Resolution No.

Finance Information:

Account Number: NA

City Cost Amount: NA

Total Cost: NA

Special Circumstances:

Grant Funded: NA

Grant Title - CFDA or granting Agency: NA

Resolution #: NA

Location: (list below)

Address: NA

District: District 1 District 2 District 3 District 4 District 5

Additional Comments:

NA

RESOLUTION NO. _____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, that the following persons, having been appointed by the Mayor of the City of Huntsville, Alabama, to the positions indicated below, is hereby approved by the City Council to serve in such positions for the current term of the Mayor at the salary grade, step and effective date set below:

<u>Name</u>	<u>Title</u>	<u>Grade</u>	<u>Step</u>	<u>Effective Date</u>
Shaundrika Edwards	City Clerk	24	10	Upon Approval
Penny Smith	Director of Finance	24	25	Upon Approval

ADOPTED this the 23rd day of March, 2023.

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 23rd day of March, 2023.

Mayor of the City of Huntsville,
Alabama