

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Request to Fill Vacancy Water Supervisor Position in the Department of Public Services</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Services</b>
<b>PRESENTER</b>	<b>Kevin Yee</b>
<b>MEETING DATE</b>	<b>July 14, 2025</b>

### ATTRITION POLICY

Purpose: The City of Royal Oak may at times face revenues that are not sufficient to necessarily meet operating and capital needs. For that reason, each position vacancy should be reviewed to ensure a balanced budget can be maintained, prior to seeking to fill the position.

Policy: All City of Royal Oak full-time positions except sworn police and fire positions that become vacant, for any reason, may only be filled with specific approval from the City Commission.

### EXECUTIVE SUMMARY

The Water Supervisor position is a critical position to maintain the drinking water distribution system. They supervise the water division and ensure the water distribution system is maintained so the city has both safe drinking water and adequate fire protection.

<b>BUDGET IMPACT SUMMARY</b>	
<b>Anticipated Salary and Benefit Cost</b>	<b>Salary range: \$82,367-\$92,632 Benefits range: \$21,300-\$42,000</b>
<b>Included in the budget</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are you filling a position that was previously held?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Funding Source/GL Number:</b>	<b>592-539-70203</b>

### OTHER FISCAL IMPACTS:

Select all that apply.

- ☒ No fiscal impact
 ☐ Revenue impact (details below)  
☐ Training Required (details below)

### STRATEGIC INITIATIVE ALIGNMENT:

This position supervises the water division and water service division (meter reader/repairer position) and is also responsible for overseeing the lead service line replacement program.

### PROPOSED CITY COMMISSION RESOLUTION:

**Be it resolved**, the Royal Oak City Commission hereby approves the filling of the Water Supervisor position within the Department of Public Services.