



Town of Yorktown

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Salary Ordinance Assistant Town Manager

Todd Blevins has reached his one year anniversary with the Town and has been doing an excellent job in his various assigned duties. After sitting down with him and reviewing the last year and understanding what I desire the position to continue to evolve into, I'd like to make the following recommendations for his title, his responsibilities and ultimately pay.

First when we hired Todd, the position is a common position of Assistant to the Town Manager and I would like to evolve that to Assistant Town Manager. This ultimately means that he would begin to have direct supervision of various employees, would be in a position to make decisions when I am unable to be present as an acting town manager. I believe Todd is up to the challenge and will benefit from the new responsibilities while benefiting the town.

Lastly I am recommending that we adjust the salary ordinance in two fashions, first moving his weekly pay from \$806 to \$830 per week. 2nd is establishing a 457 similar to the Town Managers at \$1850 per year to be paid quarterly.