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2 **Resolution Relating to**

**RESOLUTION**  
Sponsor(s): Councilors Shannon,  
Bushor, Aubin, Knodell: Bd. of Finance

Introduced: \_\_\_\_\_  
Referred to: \_\_\_\_\_  
Action: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signed by Mayor: \_\_\_\_\_

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5 RE-ORGANIZATION OF THE OFFICE OF THE MAYOR;  
6 ELIMINATION OF THE ASSISTANT TO THE MAYOR  
7 FOR OPERATIONS AND COMMUNICATIONS, ELIMINATION  
8 OF THE ASSISTANT TO THE MAYOR FOR OPEN  
9 GOVERNMENT, INNOVATION AND MAYORAL  
10 INITIATIVES, CREATION OF CHIEF OF STAFF, CREATION OF  
11 MAYORAL PROJECTS COORDINATOR

12 **CITY OF BURLINGTON**

13  
14 In the year Two Thousand Thirteen.....  
15 Resolved by the City Council of the City of Burlington, as follows:

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17 That WHEREAS, the Mayor has requested a re-organization of the Office of the Mayor to include the  
18 elimination of the Assistant to the Mayor for Operations and Communications (Grade 20), the elimination  
19 of the Assistant to the Mayor for Open Government, Innovation, and Mayoral Initiatives (Grade 20),  
20 creation of Chief of Staff (Grade 28), and creation of Mayoral Projects Coordinator (Grade 15); and  
21 WHEREAS, this re-organization will aid the Mayor’s Office in pursuing the goals of the Mayor as set  
22 forth for the City of Burlington; and

23 WHEREAS, this re-organization has been approved by the Human Resources Director, the Chief  
24 Administrative Officer, and the Board of Finance and reviewed and recommended by the Institutions and  
25 Human Resources Policy Committee;

26 NOW, THEREFORE IT BE RESOLVED that the re-organization of the Office of Mayor is  
27 hereby approved; and

- 28 BE IT FURTHER RESOLVED that
- 29 1) the positions of Assistant to the Mayor for Operations and Communications (Grade 20) and the
  - 30 Assistant to the Mayor for Open Government, Innovation, and Mayoral Initiatives (Grade 20) are
  - 31 hereby eliminated;
  - 32 2) the creation of the Chief of Staff position to be placed at a grade 28 within the Non-Union
  - 33 Willis Pay Scale is hereby approved;
  - 34 3) the creation of the Mayoral Projects Coordinator position to be placed at a grade 15 within the
  - 35 Non-Union Willis Pay Scale is hereby approved; and
  - 36 4) all of these changes will be effective after signature of the Mayor on July 1, 2013.