



Office of the Mayor
Laurel Lunt Prussing

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January 12, 2017

To: Urbana City Council

From: Laurel Prussing

Re: Appointment of Alex Bautista as Human Resources Manager

Dear Diane, Mike, Dennis, Bill, Aaron, Eric and Charlie,

I am recommending that Alex be appointed as the Human Resources Manager. Alex has been serving as Interim Human Resources Manager since the resignation of Todd Rent.

Thank you for your consideration.

Sincerely,

Laurel





**CITY OF URBANA, ILLINOIS
DEPARTMENT OF PUBLIC WORKS**

ADMINISTRATION

MEMORANDUM

TO: Mayor Laurel L. Prussing
FROM: William R. Gray, P.E., Public Works Director
DATE: January 5, 2017
**RE: Appointment of Mr. Vincent Gustafson to the Position of Public Facilities Manager
in the Public Works Department**

It is my pleasure to recommend to you the appointment of Mr. Vincent Gustafson to the position of Public Facilities Manager in the Public Works Department. This position reports to the Public Works Director. This position is responsible for all city building facilities, the downtown parking deck, the Urbana Civic Center and the collection and maintenance of parking meters. This position has ten staff that directly report to him.

Vince received a Bachelor of Science degree in 1999 from the University of Illinois. He began his career in the Public Works Department in 2004 and was promoted to the Public Facilities Supervisor position in 2012. Vince is a graduate from the Illinois Public Service Institute, a program which promotes and encourages professional development through education and training specifically designed for Public Works supervisors and managers. He has served on several internal committees and groups.

If appointed at the January 17th City Council meeting, Vince would begin serving as Public Facilities Manager immediately.