



MEMO

TO : Commissioners
FROM : Riley Baker, General Services
DATE : January 30, 2026
RE : Custodian Position

Commissioners,

I am writing to inform you that the Custodian resigned today without notice, and we would like to repost the position as soon as possible.

In addition to servicing the Courthouse, Annex, and John Gumm buildings, this position also provides weekly cleaning for Public Works, Emergency Management, and the Justice Facility. Given the scope and importance of these responsibilities, it is imperative that we move quickly to fill the vacancy. The position is already in our budget. We would like permission to post the position to get it refilled.

Thank you.

Riley Baker
General Services Director