



## Post Oak Savannah Groundwater Conservation District

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**Gary Westbrook, General Manager**

February 11, 2022

### OFFICE MEMO

Re: Cleaning Services for District Offices

The Advisory Committee met recently and discussed the compensation paid for cleaning services of the District's offices. The District moved into the current office building five years ago and has not raised the compensation since that time even though the number of functions and meetings in the District offices has doubled while the number of full time employees has increased from 4 to 7 as well. The compensation paid monthly for cleaning services has been \$250 per month since moving into the current building. Due to the increase in number of functions held in the office and the increase in employees the Advisor Committee recommends to the Board to increase the monthly compensation for cleaning to \$350 per month and notes this funding is currently available in the current District Budget.

Respectfully,

Gary Westbrook

General Manager

Post Oak Savannah GCD