




M E M O R A N D U M

TO: Linda Gorton, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
Tamara Walters, Director
Division of Human Resources

DATE: June 5, 2023

RE: Pay Increases and Salary Structure Movement – Division of Human Resources

Request:

The attached action increases the salaries of all eligible full-time permanent employees and part-time employees included in the unified pay plan (including employees who would otherwise be ineligible due to grade max restriction) by 5%. This action also amends the unified pay plan's salary schedules by adjusting the schedules by 2.5% and amends section 23-28 by increasing the existing step structure of Police Chief and Fire Chief by 5.0% and adjusting the incumbents' salaries accordingly. Finally, this action increases salaries of the following positions by 5.0%: Council Administrator (1), Law Clerk P/T (3), Park Patrol Coordinator (1) and School Crossing Guards P/T. All actions are effective June 19, 2023.

Why are you requesting:

All funding for the increase is included in the FY 2024 proposed budget and is contingent upon the approval of the budget.

File Number:

0624-23

Director/Commissioner:

Tamara Walters/Sally Hamilton

If you have questions or need additional information, please contact Alisha Lyle (859) 258-3957.

