



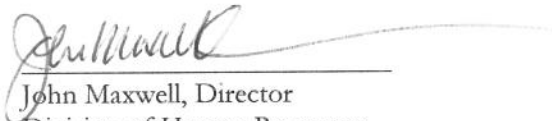
Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Janet Graham
Commissioner

M E M O R A N D U M

TO: Jim Gray, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
John Maxwell, Director
Division of Human Resources

DATE: February 5, 2014

SUBJECT: Create position – Division of Accounting

The attached action amends Section 21-5 of the Code of Ordinances by creating one (1) position of Payroll Analyst (115E) in the Division of Accounting, effective upon passage of Council.

The Division of Accounting requests this action to increase the Payroll staffing by adding the position of a payroll analyst. It would allow LFUCG to strengthen internal controls by cross training, as well as reduce the overtime required to meet payroll processing deadlines. It would also ensure a predictable, accurate, and dependable payroll process.

The fiscal impact for FY 2014 (7 pay periods) will be \$18,125.34 and will be funded by the Department of Finance operating account. All costs include benefits.

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

Attachments

Log #14-0041