




**MEMORANDUM**

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

**FROM:**   
John Maxwell, Director  
Division of Human Resources

**DATE:** February 10, 2017

**SUBJECT:** **Reallocate Position—Office of the Urban County Council**

**Request:**

The attached is requesting authorization to amend the Unclassified Civil Service authorized strength by abolishing one (1) unclassified position of Council Administrator (Grade 524E) and creating one (1) unclassified position of Council Administrator (Grade Z80), establishing a salary range for Grade Z80 with a grade minimum of \$2,484.08 biweekly and grade maximum of \$4,121.20 and reallocating the incumbent in the Office of the Urban County Council, effective upon passage of Council.

**Why are you requesting:**

The Council Office is requesting this modification to remove this position from the classification system.

**What is the cost in this budget year and future budget year?**

This action does not have a fiscal impact.

**File Number:**

0169-17

**Director/Commissioner: John Maxwell/Sally Hamilton**

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

