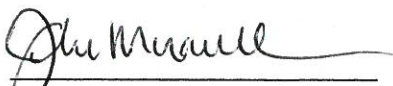




**M E M O R A N D U M**

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

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

**DATE:** May 25, 2018

**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 2.0%, effective June 25, 2018. This action also amends the unified pay plan's salary schedules by adjusting the schedules by 2.0% and amends section 23-28 by increasing the existing step structure of Police Chief and Fire Chief by 2.0% and adjusting the incumbents' salaries accordingly. Finally, this action increases salaries of the following positions by 2.0%: Council Administrator (1), Law Clerk P/T (3) and Park Patrol Coordinator (1).

**Why are you requesting:**

All funding for the increase is included in the FY 2019 proposed budget and is contingent upon the approval of the budget.

**File Number:**

0608-18

**Director/Commissioner:**

John Maxwell/Sally Hamilton

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

