



Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Sally Hamilton
Chief Administrative Officer

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: January 28, 2015

SUBJECT: Abolish/Create Positions – Office of Chief Administrator

The attached is requesting authorization to abolish one (1) unclassified position of Administrative Officer (Grade 523E) and create one (1) unclassified position of Administrative Specialist (Grade 513N) in the Office of the Chief Administrative Officer, effective upon passage of Council.

The request for this action is necessary to reorganize the office to more appropriately reflect the duties and responsibilities required in this position. The new position will serve as an assistant to the CAO and Deputy CAO.

The fiscal impact for FY2015 (8 pay periods) will be a savings of \$(7,022.00). All cost includes benefits.

Name	Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Shauntae Hall	Administrative Officer	\$(55,498.05)	\$0	\$(55,498.05)
Vacant	Administrative Specialist	\$0	\$36,759.68	\$36,759.68
Total Annual Impact/ Salary and Benefits \$(22,821.50)				

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

Log #15-0048