

**MEMORANDUM**

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

FROM: *John Maxwell by Jm Tratter*
John Maxwell, Director
Division of Human Resources

DATE: October 24, 2016

SUBJECT: Reclassification of Recreation Manager Sr., Division of Parks & Recreation

Request:

The attached action is requesting authorization to abolish one (1) classified position of Recreation Manager Sr. (Grade 520E) and create one (1) classified position of Parks and Recreation Superintendent (Grade 525E); reclassifying the incumbent within the Division of Parks & Recreation, effective upon passage of Council.

Why are you requesting:

Upon the request of the division, the Division of Human Resources conducted a reclassification study on the requested position of Recreation Manager Sr. held by Michael Lorton within the Division of Parks and Recreation. The position was analyzed by staff using the whole job rank and factor comparison methods. As a result, a recommendation for the reclassification is described in this action.

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

To illustrate, this has a 12-month future impact of a cost of \$13,117.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Recreation Manager Sr.	(\$65,665.60)	\$0	(\$65,665.60)
Parks & Recreation Superintendent	\$0	\$76,171.68	\$76,171.68



**Total Annual Impact/
Salary and Benefits
\$13,116.95**

File Number

1219-16

Director/Commissioner: John Maxwell/Sally Hamilton

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

