



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
Richard Moloney, Chief Administrative Officer
Council Members

FROM: _____
John Maxwell, Director
Division of Human Resources

DATE: October 16, 2012

SUBJECT: Abolish/Create position – Council Office

The attached action amends Section 22-5 of the Code of Ordinances, abolishing one (1) position of Council Administrative Specialist, (Grade 115E) and creating one (1) position of Council Staff Specialist (Grade 109N) in the Council Office, effective upon passage by Council.

This new position will be responsible for the reception of visitors to the Council Office, answering Council Office phone and assisting the Council Administrator.

The fiscal impact for FY2013 (15 pay periods) will be a savings of \$17,798.42. All costs include benefits. This amount does not include lapse which has been included in the attached Budget Amendment.

Name	Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Vacant	Council Administrative Specialist	\$53,040.00	\$0	\$(53,040.00)
Vacant	Council Staff Specialist	\$0	\$28,817.62	\$28,817.62
Total Annual Impact/ Salary and Benefits \$(30,850.59)				

If you have questions or need additional information, please contact Daniel H. Fischer at 258-3030.
Attachment

cc: Stacey Maynard, Council Administrator – Council Office

Log #13-0018