



Department of Employee Relations

Tom Barrett
Mayor

Maria Monteagudo
Director

David Heard
Fire and Police Commission
Executive Director

Michael Brady
Employee Benefits Director

David Kwiatkowski
Labor Negotiator

MEMORANDUM

TO: Terry MacDonald, Staff Assistant
Office of the City Clerk

FROM: Andrea Knickerbocker, Human Resources Manager *AK/PO*
Department of Employee Relations

DATE: January 26, 2005

RE: Salary Ordinance Amendment

Under Pay Range 047, the title "Administrative Officer, Board of Zoning Appeals" has a footnote that reads: "1/ To receive the same percentage increases as approved for management positions." The biweekly rate for Pay Range 047 is currently listed as \$1,736.46, with an effective date of Pay Period 1, 2002. Pay Range 047 was not included in the reports submitted to the Finance Committee to implement general increases for positions in the Management Pay Plan for 2003-2005 (2.5% each year). We therefore request that the following administrative Salary Ordinance changes be approved so that the appropriate payroll changes can be made for the incumbent.

Effective Pay Period 1, 2003, under Pay Range 047 delete the biweekly rate \$1,736.46 and substitute \$1,779.87.

Effective Pay Period 1, 2004, under Pay Range 047 delete the biweekly rate \$1,779.87 and substitute \$1,824.37.

Effective Pay Period 1, 2005, under Pay Range 047, delete the biweekly rate \$1,824.37 and substitute \$1,869.98.

c: Craig Zetley
Maria Monteagudo
Louise Dumke