

RESOLUTION NO. 89482-0705

**A RESOLUTION AMENDING AND APPROVING THE OFFICIAL PAY PLAN FOR
NON-UNION EMPLOYEES OF THE CITY OF MUSCATINE, IOWA EFFECTIVE
JULY 11, 2005.**

WHEREAS, the City Council of the City of Muscatine, Iowa adopts by resolution the official pay plans for non-union employees of the City, and;

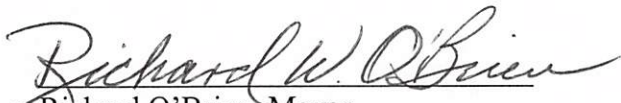
WHEREAS, amendments made to such plans must receive approval of the City Council;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MUSCATINE, IOWA, that the following amendments be approved and implemented effective July 11, 2005, as follows:


The non-union pay plan shall be amended to remove the positions of Accountant and Finance Officer. The non-union pay plan shall be amended to include the positions of Finance Director and Accounting Supervisor. The non-union pay plan shall be further amended to remove the position of Administrative Services Director effective November 10, 2005.


The non-union pay plan shall also be amended to reflect a pay classification adjustment for the Senior Account Clerk. Additionally, the title for City Clerk Aide shall be changed to Finance Secretary/Parking Coordinator.

PASSED, APPROVED, AND ADOPTED this 21st day of July 2005.


Richard O'Brien, Mayor

ATTEST:


A.J. Johnson, City Clerk



Finance Department Salary Recommendations

Finance Director

Step 1	Step 2	Step 3	Step 4	Step 5	Max
63,327.93	65,861.05	68,495.49	71,235.31	74,084.72	86,679.12

Recommend placement of Nancy Lueck at step 3. This results in a 5% increase. Total cost = \$3,662.15

Accounting Supervisor

Step 1	Step 2	Step 3	Step 4	Step 5	Max
48,562.25	50,504.74	52,524.93	54,625.92	56,810.96	66,468.82

Placement of new candidate at Step 1 = \$48,562.25

Senior Account Clerk

Step 1	Step 2	Step 3	Step 4	Step 5	Max
29,751.28	30,941.30	32,178.90	33,465.64	34,804.38	40,721.20

Recommend placement of Senior Account Clerks at appropriate step in pay plan. Total cost \$1,726.66

City Clerk Aide

Recommend Title Change to Finance Secretary/Parking Coordinator
No wage adjustment recommended

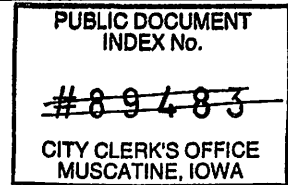
MEMORANDUM

July 20, 2005

TO: A.J. Johnson, City Administrator

FROM: Stephanie Romagnoli, HR Manager

SUBJECT: Finance Department Reorganization



As we have continued the process of reorganizing the finance department, I am making the attached recommendations regarding salary ranges and position titles for consideration by the City Council.

The same process was applied to determining appropriate compensation for the various positions in this department as is used during the bi-annual reviews. That is, a survey of comparable cities was conducted and 97% of the average midpoint was used to establish the Step 5 (or midpoint) rate. You will find these recommendations include setting a salary range for the Finance Director and Accounting Supervisor. I am also recommending an adjustment for the position of Senior Account Clerk. Included also is a change in the title for City Clerk Aide.

Recommendations regarding the Information Technology department will be forthcoming once the review process has been completed for those positions.

If you have questions or need additional information please feel free to contact me.