



City of Foley, AL

407 E. Laurel Avenue
Foley, AL 36535

Signature Copy

Resolution: 13-0393-RES

File Number: 13-0832

Enactment Number: 13-0393-RES

Resolution Amending Pay Classification Plan Adding Accounting Clerk for Finance
Division

WHEREAS, there is a need in the Finance Division of the General Government Department to convert the temporary, full-time Accounts Clerk position to a regular, full-time Accounting Clerk, and

WHEREAS, The Archer Company has performed the job analysis and written the job description (attached), and the position has been set at a Grade 9 in the City's Pay Classification plan at an annual salary of \$33,074, and

WHEREAS, a budget adjustment in the amount of \$8,965 (as detailed in §2 below) will be necessary to fund the remainder of this fiscal year, and

WHEREAS, the Finance Division desires that the employee that is currently serving in the temporary, full-time Accounts Clerk position remain in that position when it converts to the regular, full-time, Accounting Clerk position.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Foley, Alabama, as follows:

SECTION 1: The temporary, full-time position of Accounts Clerk is hereby converted to a regular, full-time Accounting Clerk at a Grade 9 in the City's Pay Classification Plan, at an annual salary of \$31,046, effective pay period beginning July 16, 2013.

SECTION 2: Approves a budget allocation to support this action as follows:
\$5,972 to the General Government Salaries account #01-620-1010
\$457 to the Payroll Tax account #01-620-1030
\$416 to the Retirement account #01-620-1050

conversion to the Pay Classification Plan.

SECTION 4: This Resolution shall become effective immediately upon its adoption as required by law.

PASSED, APPROVED AND ADOPTED this 15th day of July, 2013.



President's Signature

[Handwritten Signature]

Date 7-16-13

Attest by City Clerk

Victoria Southern

Date 7-16-13

Mayor's Signature

[Handwritten Signature]

Date 7/17/2013