



Legislation Text

File #: 24-0382, Version: 1

A Resolution Amending The Pay Classification Plan In The Financial Services Division Of General Government

Description of Topic: (who, what, where, when, why and how much)

The Finance Director requests to amend the Pay Classification Plan in the financial services division to accommodate some position changes needed to create more segregation of duties and to develop hierarchy levels within the division. 1. Eliminate the position of Deputy Finance Director (Grade 230). This position was put in place for succession planning and is no longer needed. 2. Authorize the new position of Accounting Specialist (Grade 140) to perform a variety of essential accounting duties as well as assisting the Finance Director with City financial records, training, leading and guiding non-accounting personnel and volunteers in the area of accounting procedures and serving in the role as the City's asset manager. This action is budget neutral.

Budgetary Impact: N/A

Non-Capital Item:

\_\_\_\_\_ Budgeted under account # \_\_\_\_\_ (discussion item)  
\_\_\_\_\_ Not budgeted, requesting transfer of \$ \_\_\_\_\_ from Account # \_\_\_\_\_ to Account # \_\_\_\_\_. \*\*Request to Transfer Departmental Budget Dollars form must be attached\*\*  
\_\_\_\_\_ Not budgeted requiring increase to account # \_\_\_\_\_ in the amount of \$ \_\_\_\_\_. \*\*Request to Increase Departmental Budget Dollars form must be attached\*\*

Capital - Departmental \*\*Capital Purchase Worksheet form must be attached\*\*

\_\_\_\_\_ Budgeted under account # \_\_\_\_\_ for \$ \_\_\_\_\_ and described in budget as \_\_\_\_\_. Additional amount needed, if any: Increase in budget of \$ \_\_\_\_\_  
OR, transfer of \$ \_\_\_\_\_ from Account # \_\_\_\_\_ to Account # \_\_\_\_\_ \*\*Request to Increase OR Request to Transfer Departmental Budget Dollars form must be attached\*\*  
\_\_\_\_\_ Not Budgeted - account # \_\_\_\_\_ requires budget increase of \$ \_\_\_\_\_. \*\*Request to Increase Departmental Budget Dollars form must be attached\*\*

Capital Project - \*\*If requesting to start a project, a Capital Project Worksheet form must be attached\*\*

In current year Capital Projects Plan:

\_\_\_\_\_ Yes, described as \_\_\_\_\_, planned amount \$ \_\_\_\_\_, requesting \$ \_\_\_\_\_ as total project estimate, including contingencies, under account # \_\_\_\_\_  
\_\_\_\_\_ No, requesting \$ \_\_\_\_\_ as total project estimate, including contingencies, under account # \_\_\_\_\_  
\_\_\_\_\_ Yes, requesting an increase of \$ \_\_\_\_\_ to an already approved project titled \_\_\_\_\_ that is being tracked under Account No. \_\_\_\_\_  
\_\_\_\_\_ No, requesting an increase of \$ \_\_\_\_\_ to an already approved project titled \_\_\_\_\_ that is being tracked under Account No. \_\_\_\_\_

WHEREAS, there is a need to amend the City's Pay Classification Plan to accommodate some needed position changes within the Financial Services Division.

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

SECTION 1: Amends the Pay Classification Plan by eliminating the position of Deputy Finance Director (Job Code 1010145 / Grade 230) and authorizes the new position of Accounting Specialist (Job Code 1010150 / Grade 140). This action is budget neutral.

SECTION 2: This Resolution shall become effective immediately upon its adoption as required by law.