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## HUMAN RESOURCES

To: Gregg Mandsager, City Administrator  
From: Stephanie Romagnoli, Human Resources Manager  
Date: January 2, 2013  
Re: Resolution for Non-Union Pay Plan

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Included with this memo is a resolution to adopt changes to the non-union pay plan for the current fiscal year.

Recently, the City Council approved changes to the staffing structure of the fire department to include a 40 hour per week Assistant Fire Chief to be placed in pay grade 9. This change also includes changing the title of the current Assistant Fire Chief to Battalion Chief. These will remain in the existing pay grade. This does not change the number of personnel in the department, rather utilizes existing staff. The purpose of this resolution is to update the pay plan to reflect this change.

At this time, I am requesting City Council adopt the resolution amending the pay plan. Please let me know if there are any questions or if additional information is needed.

**RESOLUTION NO.\_\_\_\_\_**

**A RESOLUTION APPROVING THE OFFICIAL PAY PLAN FOR NON-UNION EMPLOYEES OF  
THE CITY OF MUSCATINE, IOWA EFFECTIVE  
January 6, 2013.**

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

**WHEREAS**, all revisions 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 revisions be approved and implemented as follows:

The non-union pay plan shall be revised to create the classification of Assistant Fire Chief effective January 6, 2013. This position will be placed in pay grade 9.

The non-union pay plan shall be revised to change the current classification of Assistant Fire Chief to Battalion Chief effective January 6, 2013 and will remain in pay grade 8.

**PASSED, APPROVED, AND ADOPTED** this 5<sup>th</sup> day of January, 2013.

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Mayor DeWayne Hopkins

ATTEST:

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Gregg Mandsager, City Clerk