



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 6/8/2023

File ID: TMP-3017

Department: Human Resources

Subject:

Type of Action: Approval/Action

Resolution to adjust the salary of an employee in certain position in assigned department.

Resolution No.

Finance Information:

Account Number: NA

City Cost Amount: NA

Total Cost: NA

Special Circumstances:

Grant Funded: NA

Grant Title - CFDA or granting Agency: NA

Resolution #: NA

Location: (list below)

Address: NA

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments:

RESOLUTION NO. 23-

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, as follows:

Section 1. To provide equitable pay consistent with the City of Huntsville current Classification and Salary Plan, the classification of employee Kimberly D. Erb, a Secretary II, who is currently classified at Salary Grade 10, Step 1, is hereby adjusted to Salary Grade 10, Step 14, effective the first pay period following the approval of the City Council.

Section 2. The anniversary date for said employee shall remain the same for future step increases to provide equitable pay as a result of the reclassified salary grade.

ADOPTED this the 8th day of June, 2023.

President of the City Council
of the City of Huntsville, Alabama

APPROVED this the 8th day of June, 2023.

Mayor of the City of Huntsville,
Alabama

ATTACHMENT A

Kimberly D. Erb, Secretary II, who is currently classified at Salary Grade 10, Step 1, is hereby adjusted to Salary Grade 10, Step 14.