



MEMORANDUM

TO: City Council

FROM: Jennifer Gorsuch, Administrative Services Director

RE: Non-Represented Position revision

December 21, 2015

On tonight's regular meeting agenda, there is a resolution adopting 2016 non-represented salaries. Included in that resolution is a revision for the Information Systems Manager position.

The position of Information Systems Manager is being revised to Information Technology Director. This position description has been revised to more accurately reflect the duties and responsibilities of the current position. Additionally, the salary is being adjusted upwards approximately 6% due to a review of comparable data. These changes are included in tonight's salary resolution and the salary adjustment is accounted for in the current 2016 budget.

At a future meeting in 2016, I will be bringing forward additional revisions to the current represented positions in that workgroup, as well as a new job description. These are still being finalized.