



Status Change Form

Select One
(Please select the appropriate action)

Employee Name: Hilda Albritton

Date: 10/30/2024

Employee Information

Current Department: D&C	Hourly Rate: \$ 18.4481	Position Title: Tech I
Proposed Department: D&C	Hourly Rate: \$ 20.5502	Position Title: Tech II
Effective Date of Change: 10/30/2024	Position #: 75-0957	Grade/Step: 2-J

Reason for Change:

Hilda has taken on several new responsibilities. Ms. Hilda oversees the two up front technicians as well as running several reports at the office. She has been processing open work order reports.

HR Use Only:

[Signature]
Director Signature

10/30/23
Date

[Signature]
Human Resources Director Signature

11/6/23
Date

[Signature]
City Manager Signature

11/6/2023
Date

[Handwritten initials and date]
11/6/23



Status Change Form

Select One
(Please select the appropriate action)

Employee Name: Joshua Wehinger

Date: 11/01/2023

Employee Information

Current Department: Fire Department	Hourly Rate: \$ 39.4467	Position Title: Fire Chief
Proposed Department:	Hourly Rate: \$ 43.1044	Position Title: Fire Chief
Effective Date of Change: 10/30/2023	Position #: 50-0600	Grade/Step: 19/H

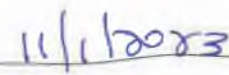

Reason for Change:
Adjustment in line with pay study

HR Use Only:

Director Signature

 Human Resources Director Signature

 City Manager Signature

Date

 Date

 Date

Handwritten initials and date: JPO 11/1/23



Status Change Form

Select One
(Please select the appropriate action)

Employee Name: Dwight Boozer

Date: 11/16/2023

Employee Information

Current Department:
Fire Department

Hourly Rate:

\$36.1507

Position Title:

Assistant Fire Chief

Proposed Department:
Fire Department

Hourly Rate:

~~\$38.5545~~
\$39.0970

Position Title:

Assistant Fire Chief

Effective Date of Change:
11/13/2023

Position #:

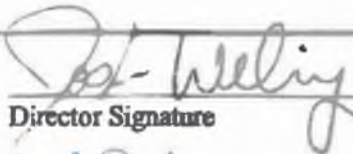
Grade/Step:

17/62

Reason for Change

Adjustment in line with pay study

HR Use Only:



Director Signature

11/16-2023

Date



Human Resources Director Signature

11/20/23

Date



City Manager Signature

11-27-23

Date

1/20/23
11/30/23



Status Change Form

Step Increase
(Please select the appropriate action)

Employee Name: **Jason Dumas**

Date: **09/18/2023**

Employee Information

Current Department: Utility Admin - GIS	Hourly Rate: \$ 32.1194	Position Title: Director of GIS
Proposed Department: Utility Admin - GIS	Hourly Rate: \$ 37.2352	Position Title: Director of GIS
Effective Date of Change: 09/18/2023	Position #:	Grade/Step: <u>16-9</u>

Reason for Change:

Additional duties as New World Software Administrator. See attached.

HR Use Only:

Director Signature

Human Resources Director Signature

Date

9/19/2023

Date

Paul Dyal
City Manager Signature

Digitally signed by Paul Dyal
Date: 2023.09.18.15:59:14

Date



Status Change Form

Step Increase
(Please select the appropriate action)

Employee Name: Angela G. Moore

Date: 09/18/2023

Employee Information

Current Department: Utility Admin - GIS	Hourly Rate: \$ 25.6916	Position Title: GIS Supervisor
Proposed Department: Utility Admin - GIS	Hourly Rate: \$ 31.5975	Position Title: GIS Supervisor
Effective Date of Change: 09/18/2023	Position #:	Grade/Step: 9/m

Reason for Change:

Additional duties as New World Software Administrator. See attached.

HR Use Only:

Jason Dumas
Director Signature

09/18/2023
Date

[Signature]
Human Resources Director Signature

9/18/2023
Date

Paul Wolf
City Manager Signature

09/18/2023
Date

[Signature]



Status Change Form

Select One
(Please select the appropriate action)

Employee Name: Angela Taylor Moore

Date: 09/18/2023

Employee Information

Current Department: Finance	Hourly Rate: \$ 40.6301	Position Title: Director of Finance
Proposed Department: Finance	Hourly Rate: \$ 47.1014	Position Title: Director of Finance
Effective Date of Change: 09/18/2023	Position #: 06-0208	Grade/Step: 19/J

Reason for Change:
Adjustment to be in-line with pay study.

HR Use Only:

Director Signature

Human Resources Director Signature

City Manager Signature

Date

Date

Date



Status Change Form

Step Increase
(Please select the appropriate action)

Employee Name: Cheryl Jacks

Date: 09/18/2023

Employee Information

Current Department: Finance	Hourly Rate: \$ 32.4529	Position Title: Assistant Finance Dr
Proposed Department:	Hourly Rate: \$ 35.4621	Position Title: Assistant Finance Dr
Effective Date of Change: 09/18/2023	Position #:	Grade/Step: 15 - G

Reason for Change:
Adjusting salary to fall inline with pay study.

HR Use Only:

Angela Moore
Director Signature

9-18-23
Date

[Signature]
Human Resources Director Signature

9/20/23
Date

[Signature]
City Manager Signature

9-20-23
Date

[Signature]



Status Change Form

Step Increase
(Please select the appropriate action)

Employee Name: Donna Reese

Date: 09/18/2023

Employee Information

Current Department: Finance	Hourly Rate: \$ 29.4776	Position Title: Senior Accountant
Proposed Department:	Hourly Rate: \$ 32.2110	Position Title: Senior Accountant
Effective Date of Change: 09/18/2023	Position #:	Grade/Step: 10 - L

Reason for Change:
Adjusting salary to fall inline with pay study.

HR Use Only:

Angela Moore
Director Signature

9-18-23
Date

[Signature]
Human Resources Director Signature

9/20/23
Date

[Signature]
City Manager Signature

9-20-23
Date

[Handwritten mark]



Status Change Form

Select One
(Please select the appropriate action)

Employee Name: **BillieJo Bible**

Date: **09/18/2023**

Employee Information

Current Department:

HR

Hourly Rate:

\$ **39.4467**

Position Title:

Director of HR

Proposed Department:

HR

Hourly Rate:

~~\$ 46.7295~~
47,1214 PDD

Position Title:

Director of HR

Effective Date of Change:

09/18/2023

Position #:

04-0222

Grade/Step:

198 19/J

Reason for Change: Adjustment to be in-line with pay study. Has master's degree and 16+ years experience.

HR Use Only:

Director Signature

Human Resources Director Signature

City Manager Signature

Date

9/20/23

Date

9-20-23

Date



Status Change Form

Select One
(Please select the appropriate action)

Employee Name: Cody Pridgeon

Date: 10/10/2023

Employee Information

Current Department: WWTP	Hourly Rate: \$ 33.1302	Position Title: Director WWTP
Proposed Department: WWTP	Hourly Rate: \$ 37.2352	Position Title: Director WWTP
Effective Date of Change: 10/02/2023	Position #: 74-0908	Grade/Step: 16/G

Reason for Change:

In line with pay matrix and additional duties.

HR Use Only:

Director Signature

Human Resources Director Signature

City Manager Signature

Date

10/10/2023

Date

10-10-23

Date

✓ 10/10/23
10/10/23



Status Change Form

Select One
(Please select the appropriate action)

Employee Name: Terri Phillips

Date: 09/20/2023

Employee Information

Current Department: City Manager	Hourly Rate: \$ 34.8362	Position Title: Community Program Dir.
Proposed Department: City Manager	Hourly Rate: \$ 40.7459	Position Title: Community Program Dir.
Effective Date of Change: 09/18/2023	Position #: 02-0208	Grade/Step: 13-0

Reason for Change:
Additional responsibilities with regard to the Grant Applications for non-profit organizations and the Mariah Smith Gun Violence Prevention Program.-See attached for detailed duties.

HR Use Only:

Director Signature

Human Resources Director Signature

City Manager Signature

Date

9/20/23

Date

9-20-23

Date