

Mediation Proposal

To: AFSCME Mediation Team

From: City Mediation Team

Date: June 1, 2006

Subject: Administrative Aide Class Review - Final Proposal

The City offers the following proposal for the **Administrative Aide, Administrative Specialist & Sr. Administrative Specialist** classifications:

- Salary ranges:

Class	Current Range	Proposed Range
Administrative Assistant 1	10	12
Administrative Assistant 2 (Administrative Specialist)	13	15
Administrative Assistant 3 (Senior Administrative Specialist)	16	17

- Implementation effective July 10, 2005.
- Lump sum of \$1000 paid to all employees in these classifications. For employees currently working for the City, who have served as an Admin. Aid for any portion of the period 7/01/04 – 7/09/05, the lump sum will be paid for the portion the period worked in an AA classification. The lump sum will be pro-rated for part-time employees.
- All employees will retain their current merit dates.