MEMORANDUM

Date: December 21, 2022

To: Chris Bone

From: Judge JC Ynchausti

RE: 2023 Budget Amendment request

Summary: Julie Shelton should receive a 3% increase and a shift up one grade level to be consistent with other positions in the same benchmark family.

Proposal: While HR was working on end of year personnel actions to do increases for the court clerks, it was discovered that Julie Shelton's increase was missed in the 2023 budget calculations. Because Julie's position is in the same benchmark family as a court clerk, whose grade level shift and increases were already approved in the budget, we would like her to also receive a 3% increase and a shift up one grade level.

Costs of the proposal:

The budgetary impact of the proposed increase is the following:

account/object 510110 (payroll) ------- $1,812.30

account/object 520132 (WC) ------- $1.99

account/object 520131 (FICA/MC) ------- $138.64

account/object 520134 (URS) -------$405.05

Benefits of the proposal:

This increase would bring Julie's salary to be consistent with the benchmark family. It also brings wages closer to other jurisdictions to aid in retention of our employees.

Other considerations, if applicable:

I am happy to answer any questions you might have and appreciate your consideration of this proposal. Please feel free to contact me with any questions.