

**Lee County Board of County Commissioners  
Agenda Item Summary**

Blue Sheet No. 20041064

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Approve proposed changes to the Fiscal Year 2004-2005 County Attorney's Office Pay Plan effective October 14, 2004 which provides 3.3% Cost of Living Adjustment to eligible employees within their prospective pay ranges based on the Consumer Price Index and to remain consistent with County Administration 2004-2005 Pay Plan. Funding is subject to budget process and appropriation.

**WHY ACTION IS NECESSARY:** For the County Attorney's Office Pay Plan to include the 3.3% CPI increase (or such other CPI increase the Board approves for county employees) to the minimum/maximum salary ranges for attorneys and support staff positions, and adopts updated office salary ranges.

**WHAT ACTION ACCOMPLISHES:** Updates the County Attorney's Office Pay Plan with new minimum/maximum salary ranges for attorneys and support staff positions consistent with the Pay Plan submitted by County Administration.

**2. DEPARTMENTAL CATEGORY:**  
COMMISSION DISTRICT #

*A12A*

**3. MEETING DATE:**

*08-31-2004*

**4. AGENDA:**

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

**5. REQUIREMENT/PURPOSE:**  
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE
- OTHER

**6. REQUESTOR OF INFORMATION:**

- A. COMMISSIONER
- B. DEPARTMENT *County Attorney*
- C. DIVISION *Robert W. Gray*
- BY: *Robert W. Gray*  
Deputy County Attorney

**7. BACKGROUND:** Board action is requested to approve 3.3% CPI increase (or such other CPI increase the Board approves for county employees) to the minimum/maximum salary ranges for the attorneys and support staff personnel in order to update office salary ranges. The adjustments to the salary ranges is consistent with those submitted for like pay grades in the proposed 2004-2005 County Administration Pay Plan.

Approval of the plan and funding will be subject to Board Budget process and appropriation approval. The updates in maximum salary ranges will not have any fiscal impact on office current budget.

Approval will maintain competitive pay grades and salary ranges consistent with good compensation practices and will maintain the ability to attract, retain and motivate employees.

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
N/A	N/A	N/A	N/A	<i>R. Gray</i>	<i>OA</i>	<i>OM</i>	<i>RISK</i>	<i>GC</i>	<i>[Signature]</i>
					<i>8/19/04</i>	<i>8/19/04</i>	<i>8/19/04</i>	<i>8/19/04</i>	

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

RECEIVED BY COUNTY ADMIN:
<i>8/19/04</i>
<i>10:30 AM</i>
COUNTY ADM.N FORWARDED TO:
<i>8/19</i>
<i>450</i>

*RK  
BH*

**LEE COUNTY ATTORNEY'S OFFICE**  
**PROPOSED PAY PLAN**  
**FISCAL YEAR 2004-2005**

<b>Pay Grade</b>	<b>Job Title</b>	<b>Current Minimum</b>	<b>Current Maximum</b>	<b>Proposed Minimum</b>	<b>Proposed Maximum</b>
	County Attorney by Contract				
L29	Deputy County Attorney	\$87,570.79	\$134,452.38	\$87,570.79	\$138,889.31
L28	Chief Assistant County Attorney	\$63,114.20	\$126,241.82	\$65,323.20	\$130,407.66
L22-L27	Assistant County Attorney	\$41,779.07	\$118,056.55	\$43,241.34	\$121,953.36
	<i><u>Support Staff</u></i>				
L17	Legal Office Manager	\$38,197.65	\$60,545.28	\$39,458.17	\$62,773.26
L17	Paralegal	\$38,197.65	\$60,545.28	\$39,458.17	\$62,773.26
L15	Legal Office Supervisor	\$32,959.92	\$52,333.38	\$34,047.60	\$54,318.96
L13	Legal Administrative Secretary	\$29,686.60	\$46,174.46	\$30,666.26	\$47,978.23
L9	Legal Account Specialist	\$24,447.85	\$37,962.56	\$25,254.63	\$39,523.93
L7	Legal Office Specialist	\$21,828.98	\$33,856.61	\$22,549.34	\$35,296.78