



SALARY DISPUTE NOTICE

City Charter Chapter XXX Section 2 directs the Human Resources Director to annually recommend to the mayor and council, a compensation plan. **Tucson Code Chapter 10 Sec. 10-31(2)** directs that the recommended compensation schedules of the compensation plan will retain a competitive posture in the relevant labor markets subject to available funding and current economic trends. The labor market shall be the basis for the annual compensation plan recommendation. **City Charter Chapter VII – Section 2** affords interested parties a reasonable time to discuss the proposed plan with the mayor.

TO: Honorable Mayor and Council

DATE: _____

FROM: _____

(Employee Name – please print or type)

(Work location and telephone number)

I. Basis for Dispute - Provide a summary justification and critical key discussion points.

NOTE: The structure and administration of the annual compensation plan is not subject to the dispute process. The dispute process provides only the opportunity to dispute:

- Recommendations concerning salary adjustments as proposed by the Human Resources Director based on financial sustainability guidelines, market information and salary survey data.
- Mayor and council will determine the compensation plan in the context of the total financial outlook for the City.
- All other disputes/disagreements do not qualify under this process.

II. Specific Supporting Documentation

(Please attach)

III. Disputing Party Signature: _____

(If you are representing a group of employees, please identify the group and/or attach a listing of the employees you are representing)

(Please retain one copy and submit the original to the City Clerk’s Office.)