



**CITY OF GROSSE POINTE WOODS
MEMORANDUM**

Date: June 5, 2023
To: Mayor Bryant and City Council
From: Frank Schulte, City Administrator
Shawn Murphy, Treasurer/Comptroller
Re: Non-Union Employees

1. Effective July 1, 2023, there will be a **three percent (3%)** across the board wage increase for appointed officials, department heads, non-union employees and permanent part-time administrative employees who have been employed with the City for six (6) months.
2. Five (5) unpaid furlough days, scheduled as follows:

Furlough Days Fiscal Year 2023-2024

July 3, 2023	Day before 4 th of July
September 1, 2023	Friday before Labor Day
January 15, 2024	Martin Luther King Day
April 1, 2024	Easter Monday
May 24, 2024	Friday before Memorial Day

Effective July 1, 2023, we respectfully request City Council to approve a three percent (3%) pay increase for appointed officials, department heads, non-union employees and permanent part-time administrative employees who have been employed with the City for six (6) months..

Handwritten signature of Frank Schulte in blue ink.

Frank Schulte, City Administrator

Handwritten signature of Shawn Murphy in blue ink.

Shawn Murphy, Treasurer/Comptroller

RECEIVED

MAY 19 2023

**CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT**