



**CITY OF HOBOKEN
PERSONNEL & BENEFITS DIVISION
DEPARTMENT OF ADMINISTRATION
94 Washington Street
Hoboken, NJ 07030-4585**

DAWN ZIMMER
Mayor

Arthur M. Liston
Business Administrator
Michael J. Korman
Personnel Officer

MEMO

RECEIVED
2010 OCT 15 PM 1:48
CITY CLERK
HOBOKEN, NJ 07030

To: Mark Tabakin, Corporation Counsel
From: Michael J. Korman
Date: October 14, 2010
Re: OPRA Request 10-1695

I am submitting for your review the documents requested by the above referenced OPRA Request.

Specifically, attached are:

1. Employee Action Forms effectuating salary increases for City employees Arch Liston, Juan Melli and Daniel Bryan.
2. The Salary Ordinance adopted by the Hoboken City Council on July 14, 2010.
3. Retirement applications submitted by City employees now scheduled to retire.

Please note that the City, as a Civil Service jurisdiction, does not maintain job descriptions – which are available via the Civil Service website.

These documents HAVE NOT been released to the requestor. By way of this memo, I am informing the Clerk's Office that the requested documents are being submitted to your office for review and a decision whether to release such documents.

It is my understanding that if approved for release, such release would occur either through your office or the City Clerk's Office.