



# **City of Grand Island**

**Tuesday, February 14, 2017**

**Council Session**

## **Item F-4**

### **#9625 - Consideration of Amending the Salary Ordinance**

**Staff Contact: Aaron Schmid, Human Resources Director**

# **Council Agenda Memo**

**From:** Aaron Schmid, Human Resources Director

**Meeting:** February 14, 2017

**Subject:** Salary Ordinance

**Presenter(s):** Aaron Schmid, Human Resources Director

## **Background**

The salary ordinance for employees of the City of Grand Island comes before Council when changes are necessary. The following explains the proposed changes to the salary ordinance.

## **Discussion**

The proposed change would create the non-union position of Transit Program Manager.

When the federal government designated Grand Island a Metropolitan Statistical Area (MSA) Federal Transit Agency (FTA) 5311 (rural) funds could no longer be used for trips within the urbanized area (where most of the trips occur). FTA 5307 (urban) funds could replace the 5311 funds, but only the City is eligible to receive these funds.

In 2012, the process of moving Transit operations from Hall County to the City began. This involved a number of changes, chief of which is the City now must deal directly with FTA, handling all of the administrative duties. The Nebraska Department of Roads (NDOR) performed this function for Hall County, but is prohibited under the 5307 funding regulations.

The 5307 funds require a significant administrative effort, including activities such as grant applications, budget administration, performance reporting, and contracting. FTA reimburses 80% of the cost of administration (i.e. cost of this position) and 50% of the cost of operations (i.e. the contract with Senior Citizen Industries). FTA audits the City once every 3 years and may require the City to repay some or all of the funds if any program requirements are not met. The current operations contract became effective July 1, 2016 at a cost of \$638,430 for year 1, \$657,584 for year 2, and \$677,311 for year 3.

Additional funding may be obtained for work performed by other City employees, provided it is properly documented, and from a NDOR grant of up to 25% of the operating cost.

The City retained a consultant to assist with the current contract, and has since struggled to keep the program operational as the City has insufficient staff and expertise for this new program.

### **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

### **Recommendation**

City Administration recommends that the Council approve Salary Ordinance #9625.

### **Sample Motion**

Move to approve Salary Ordinance #9625.



## Transit Program Manager

**DEPARTMENT:** Public Works

**CLASSIFICATION:** Exempt

**DIVISION:** Transit

**JOB CLASS:**

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### **DEFINITION**

Perform a variety of planning and administrative activities as required to provide transit services and meet Federal Transit Administration requirements.

### **SUPERVISION RECEIVED AND EXERCISED**

Reports to the Public Works Director.

Exercise functional and/or technical supervision over contractors and/or consultants.

### **ESSENTIAL FUNCTIONS**

Prepare documents related to the City's and County's transit program.

Coordinate related communication, meetings, and selection committees to ensure timely completion.

Prepare transit budget, closely monitor expenditures, prepare expenditure estimates as needed, and ensure that expenditures remain within budget.

Manage Grants – Prepare and submit on a timely bases all state and federal grant applications, closely monitor grant expenditures and grant balances, submission of quarterly Financial Status Reports and Milestone Progress Reports, perform budget revisions and amendments and final close-out of grants. Coordinate with the Finance Department on Federal Grant ECHO drawdowns.

Develop and manage all City contracts including any and all outsourcing contracts relating to the provision of public transit.

Prepare and submit on an annual basis all service additions, reductions, and modifications for City Council consideration.

Develop and maintain a plan for long-range financial and service needs of City's public transit program.

Generate performance reports – daily, monthly & annual ridership, passenger/revenue, hour/mile operating statistics, monthly and annual performance statistics, road-call breakdowns, etc.

Generate reports of tickets sales, account activity listing reconciliation, vault/deposit audit, grant balances, asset tracking and inventory listing, etc.

Oversee Disadvantaged Business Enterprise (DBE) Program, including annual goal-setting, program updates, publication of goal and submission to the Federal Transit Administrator. Report DBE attainment for administrative office and contracted service provider on semi-annual basis to FTA. Maintain bidders-lists and conduct public outreach activities to inform DBEs of the City's program and encourage their participation. Establish DBE participation goals on specific procurements to help achieve annual DBE participation goal. Coordinate with the Nebraska Department of Roads on the certification of DBEs. Provide oversight for service provider to ensure compliance with the DBE requirements.

Oversee Drug and Alcohol Program and Drug-Free Workplace requirements. Monitor testing reports from contractor and Medical Review Officer (MRO); perform quarterly contractor site visits and other oversight activities including obtaining current copies of policies, training logs, and service and agent credentials. Update contractors of changes in DOT regulations as they pertain to 49 CFR Part 40 and 49 CFR Part 655. Obtain MIS report prepared by contractor annually and submit to Public Works Director for review and to FTA per program requirements. Continuously monitor and evaluate the efficiency and effectiveness of these programs with regard to meeting program requirements.

Oversee the Title VI Civil Rights Program requirements. Develop and implement City policy, procedures, and recordkeeping activities which includes demographic and service profile maps, overlays and charts; service standards and policies; assessment of compliance with Title VI regulations by contractor. Continuously monitor and evaluate the efficiency and effectiveness of this program with regard to meeting program requirements.

Compile data to enter into the National Transit Database for both monthly and annual reports.

Conduct procurement activities that include developing bid specifications, public notices, distribution of bid documents, procurement narratives and maintaining vendor files.

Complete various administrative duties including developing requisitions and working with the City's Purchasing Agent on assigning purchase orders, and processing invoices for payment.

Interact with general public in answering questions surrounding days and hours of operations, scheduling and fare. Also interact with public on receiving and resolving customer concerns, complaints, or suggestions to improve service.

Attend professional meetings, seminars and workshops to maintain awareness of new developments in Federal and State Transit Program requirements incorporate new developments into programs.

Establish and meet deadlines in order to facilitate timely completion of assigned projects.

Attend and participate in all meetings of the Grand Island Area Metropolitan Planning Organization Technical Advisory Committee and Policy Board when issues relating to the Public Transit Program are considered.

Analyze problems, needs, changes, and enhancements and make recommendations based on findings.

Interpret and apply federal, state, and local policies, procedures, laws, and regulations.

Provide general information and support to governmental officials, sponsors, users, and the general public.

Stay abreast of policies, procedures, and legislation.

Prepare and make presentations at conferences and to local groups on topics/issues related to transportation planning.

Occasionally assist the Engineering Division staff with inspections, public inquiries or other general issues.

Display honest, trustworthy, and ethical behavior when dealing with internal and external customers.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Regular attendance that is punctual and dependable is required.

Perform related duties as assigned.

## **QUALIFICATIONS**

### Knowledge of:

Federal and State funding requirements.

Project planning and tracking, including critical path.

Responsibilities and activities of transit systems.

Knowledge of principles and practices of transit planning.

### Ability to:

Use Microsoft Office software proficiently, including Word, Excel, Access and PowerPoint.

Use Microsoft Project.

Use ESRI ArcMap.

Utilize personal computers, plotters, printers, tablets, smart phones and other equipment proficiently.

Prepare PowerPoint presentations with proper notes so that others may easily give the presentation.

Comprehend and/or prepare highly technical documents.

Communicate clearly and concisely, both orally and in writing. Be comfortable speaking in public to small groups, elected officials and the media.

### License or Certification:

Must have a valid Nebraska driver's license.

### Preferred Qualifications:

Experience in transit planning and management

## **EDUCATION AND EXPERIENCE GUIDELINES**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

### Experience:

Five years of experience with a municipal, state, and/or federal agency in transit planning and/or management, and/or processing documents (paper or electronic) to meet FHWA, FAA, FRA, and/or FTA requirements.

### Training:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in engineering, transportation planning, public administration, business administration or a closely related field.

## **REQUIRED TRAVEL**

Occasional travel is required to attend meetings, training and conferences, primarily in Nebraska, but may occasionally include locations outside of the State.

## **PHYSICAL REQUIREMENTS**

### **Activities:**

Sitting	Frequent
Standing	Occasional
Walking	Frequent
Reaching	Occasional
Climbing Stairs	Occasional
Bending	Occasional
Squatting	Occasional
Kneeling	Occasional
Twist/Turn	Occasional
Simple Grasping	Occasional
Fine Manipulation	Frequent
Handling	Occasional

### **Lifting**

Waist Level	20#
Chair to Floor	20#
Above Shoulder	20#

<b><u>Push/Pull</u></b>	20#
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### **Carry**

Right	20# Occasional
Left	20# Occasional

### **Use of Feet**

Left	Occasional
Right	Occasional

### **Foot Controls**

Occasional
Occasional

## ORDINANCE NO. 9625

An ordinance to amend Ordinance 9615 known as the Salary Ordinance which lists the currently occupied classifications of officers and employees of the City of Grand Island, Nebraska and established the ranges of compensation of such officers and employees; to ~~reclassify the non-union position of GIS Coordinator PW from 40 hrs/week to Exempt~~add the non-union position Transit Program Manager; and to repeal those portions of Ordinance No. 9615 and any parts of other ordinances in conflict herewith; to provide for severability; to provide for the effective date thereof; and to provide for publication of this ordinance in pamphlet form.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF  
GRAND ISLAND, NEBRASKA:

SECTION 1. The currently occupied classifications of officers and general employees of the City of Grand Island, and the ranges of compensation (salary and wages, excluding shift differential as provided by Personnel Rules & Regulations) to be paid for such classifications, and the number of hours and work period which certain officers and general employees shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Accountant	24.3126/35.4090	Exempt
Accounting Technician – Solid Waste	19.5260/24.4854	40 hrs/week
Assistant to the City Administrator	22.9200/32.2648	Exempt
Assistant Finance Director	32.9968/47.6559	Exempt
Assistant Public Works Director – Manager of Engineering Services	37.7743/54.2593	Exempt
Assistant Utilities Director – Engineering/Business Operations	50.8928/72.7995	Exempt
Assistant Utilities Director – Production	52.8344/75.1064	Exempt
Assistant Utilities Director – Transmission	52.8344/77.2019	Exempt
Attorney	31.9363/47.4075	Exempt
Biosolids Technician	19.3682/28.7671	40 hrs/week

Approved as to Form    ☐ \_\_\_\_\_  
                                       ☒ City Attorney

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<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Building Department Director	37.7821/55.2369	Exempt
CADD Operator	21.1060/30.3529	40 hrs/week
Cemetery Superintendent	24.2651/35.3204	Exempt
City Administrator	69.4139/81.0483	Exempt
City Attorney	46.6266/62.8430	Exempt
City Clerk	31.1918/41.9708	Exempt
Civil Engineer I	30.0101/42.6444	Exempt
Civil Engineer II	34.0560/49.0428	Exempt
Civil Engineering Manager – Utility PCC	42.4840/56.4371	Exempt
Collection System Supervisor	24.4720/35.1373	40 hrs/week
Community Service Officer – Part time	16.0216/21.8416	40 hrs/week
Custodian – Library, Police	14.2258/20.3715	40 hrs/week
Customer Service Representative – Part time	9.8850/13.6081	40 hrs/week
Customer Service Team Leader	19.8856//27.2214	Exempt
Electric Distribution Superintendent	36.9413//51.1559	Exempt
Electric Distribution Supervisor	31.1960//42.9612	40 hrs/week
Electric Underground Superintendent	32.8985//45.5663	Exempt
Electrical Engineer I	28.4483/41.1268	Exempt
Electrical Engineer II	32.9968/47.6559	Exempt
Emergency Management Deputy Director	26.7273/38.8064	Exempt
Emergency Management Director	38.0388/55.2138	Exempt
Engineer I – Public Works	30.9998//44.0430	Exempt
Engineer I – WWTP	30.9998/43.6156	Exempt
Engineering Technician - WWTP	21.0571/29.0698	40 hrs/week
Equipment Operator - Solid Waste	18.2915/26.2408	40 hrs/week
Finance Director	43.2640/65.9135	Exempt
Finance Operations Supervisor	22.8303/31.8219	Exempt
Fire Chief	42.6060/64.1018	Exempt
Fire EMS Division Chief	36.1441/51.3723	Exempt
Fire Operations Division Chief	36.1441/51.3723	Exempt
Fire Prevention Division Chief	35.3704/49.2884	Exempt
Fleet Services Shop Foreman	24.0828/35.9580	40 hrs/week
GIS Coordinator - PW	28.2416/41.1809	Exempt
Golf Course Superintendent	24.8718/35.8958	Exempt
Grounds Management Crew Chief – Cemetery	20.9033/30.2816	40 hrs/week

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<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Grounds Management Crew Chief – Parks	22.2415/31.8399	40 hrs/week
Human Resources Director	38.1420/54.6416	Exempt
Human Resources Benefits/Risk Mgmt Coordinator	23.1524/34.2574	40 hrs/week
Human Resources Recruiter	23.1524/34.2574	40 hrs/week
Human Resources Specialist	23.1524/34.2574	40 hrs/week
Information Technology Manager	37.0143/55.8684	Exempt
Legal Secretary	20.6847/27.9549	40 hrs/week
Librarian I	22.8301/27.6438	Exempt
Librarian II	25.4900/31.0018	Exempt
Library Assistant I	13.2925/19.2105	40 hrs/week
Library Assistant II	16.4269/23.2552	40 hrs/week
Library Assistant Director	33.0625/50.6375	Exempt
Library Director	41.1416/61.9101	Exempt
Library Page	9.4500/13.0367	40 hrs/week
Library Secretary	16.3489/22.6524	40 hrs/week
Maintenance Worker – Golf	15.9582/24.9970	40 hrs/week
Meter Reader Supervisor	22.8303/29.4775	Exempt
MPO Program Manager	24.7948/37.2171	Exempt
Office Manager – Police Department	19.3355/27.8150	40 hrs/week
Parks and Recreation Director	41.3888/62.9729	Exempt
Parks Superintendent	30.8275/43.7165	Exempt
Payroll Specialist	19.9220/28.1091	40 hrs/week
Planning Director	39.3374/59.4009	Exempt
Police Captain	36.2358/52.2150	Exempt
Police Chief	44.9146/64.1018	Exempt
Power Plant Maintenance Supervisor	34.5020/46.6150	Exempt
Power Plant Operations Supervisor	36.6273/50.6401	Exempt
Power Plant Superintendent – Burdick	41.4575/57.0760	Exempt
Power Plant Superintendent – PGS	47.7943/65.7695	Exempt
Public Information Officer	27.4354/40.9095	Exempt
Public Works Director	44.5283/66.3350	Exempt
Public Works Engineer	32.3635/46.7971	Exempt
Receptionist	15.7641/24.1323	40 hrs/week
Recreation Coordinator	22.8296/32.5196	Exempt
Recreation Superintendent	31.4938/47.9823	Exempt

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<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Regulatory and Environmental Manager	38.1989/48.9803	Exempt
Senior Electrical Engineer	37.4510/52.1496	Exempt
Senior Public Safety Dispatcher	19.3681/25.9995	40 hrs/week
Senior Utility Secretary	18.7632/24.0633	40 hrs/week
Shooting Range Superintendent	27.5615/41.5311	Exempt
Solid Waste Division Clerk - Full Time	19.0241/24.0447	40 hrs/week
Solid Waste Division Clerk - Part Time	16.9388/21.8338	40 hrs/week
Solid Waste Foreman	22.0816/30.8341	40 hrs/week
Solid Waste Superintendent	32.1728/47.4535	Exempt
Street Superintendent	30.5923/44.6933	Exempt
Street Foreman	23.4658/34.1031	40 hrs/week
<a href="#">Transit Program Manager</a>	<a href="#">26.4424/37.9808</a>	<a href="#">Exempt</a>
Turf Management Specialist	22.3531/31.6433	40 hrs/week
Utilities Director	72.3810/96.4843	Exempt
Utility Production Engineer	36.9261/54.4330	Exempt
Utility Warehouse Supervisor	26.1175/36.7494	40 hrs/week
Victim Assistance Unit Coordinator	15.9750/23.3035	40 hrs/week
Victim/Witness Advocate	14.6433/21.3609	40 hrs/week
Wastewater Plant Chief Operator	23.4439/32.8585	40 hrs/week
Wastewater Plant Engineer	33.6168/49.7621	Exempt
Wastewater Plant Operations Engineer	32.4735/47.8596	Exempt
Wastewater Plant Maintenance Supervisor	24.9808/35.3205	40 hrs/week
Wastewater Plant Regulatory Compliance Manager	32.4759/38.7699	Exempt
Water Superintendent	31.0260/45.3774	Exempt
Water Supervisor	24.5083/35.6579	40 hrs/week
Worker / Seasonal	9.0000/20.0000	Exempt
Worker / Seasonal	9.0000/20.0000	40 hrs/week
Worker / Temporary	9.0000/20.0000	40 hrs/week
Worker / Parks & Recreation Part time	9.0000/20.0000	40 hrs/week

A shift differential of \$0.25 per hour shall be added to the base hourly wage for persons in the employee classification Senior Public Safety Dispatcher who work any hours or portion thereof that begins between 3:00 p.m. and 11:00 p.m. Employees who work any hours or portion thereof

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from 11:00 p.m. to 7:00 a.m. will receive a shift differential of \$0.25 per hour. This does not include persons who work the day shift. Shift differential will only be paid for actual hours worked. Paid leave will not qualify for the shift differential pay.

SECTION 2. The currently occupied classifications of employees of the City of Grand Island included under the AFSCME labor agreement, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the AFSCME labor agreement shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Equipment Operator – Streets	19.2927/28.5794	40 hrs/week
Fleet Services Mechanic	21.5575/31.9391	40 hrs/week
Horticulturist	22.0953/32.7942	40 hrs/week
Maintenance Worker – Cemetery	18.2409/27.0444	40 hrs/week
Maintenance Worker – Parks	17.9931/26.6925	40 hrs/week
Maintenance Worker – Streets	17.9849/26.6613	40 hrs/week
Senior Equipment Operator – Streets	20.7054/30.7097	40 hrs/week
Senior Maintenance Worker – Streets	20.5626/30.4979	40 hrs/week
Traffic Signal Technician	20.4204/30.2871	40 hrs/week

SECTION 3. The currently occupied classifications of employees of the City of Grand Island included under the IBEW labor agreements, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the IBEW labor agreements shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Accounting Clerk	17.1747/22.7274	40 hrs/week
Cashier	16.1078/21.9496	40 hrs/week
Custodian	17.3168/20.4487	40 hrs/week

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<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Electric Distribution Crew Chief	33.1338/42.1399	40 hrs/week
Electric Underground Crew Chief	33.1338/42.1399	40 hrs/week
Engineering Technician I	20.2823/29.0202	40 hrs/week
Engineering Technician II	25.0730/34.3783	40 hrs/week
Instrument Technician	30.7736/40.6546	40 hrs/week
Lineworker Apprentice	22.3011/32.7003	40 hrs/week
Lineworker First Class	32.5714/38.5227	40 hrs/week
Materials Handler	24.0652/32.2588	40 hrs/week
Meter Reader	18.6488/24.3187	40 hrs/week
Meter Technician	25.1338/31.0630	40 hrs/week
Payroll Clerk	17.1747/22.7274	40 hrs/week
Power Dispatcher I	29.1939/40.5910	40 hrs/week
Power Dispatcher II	30.6628/42.6266	40 hrs/week
Power Plant Maintenance Mechanic	29.7946/37.0998	40 hrs/week
Power Plant Operator	32.6470/38.0280	40 hrs/week
Senior Accounting Clerk	19.1655/25.1053	40 hrs/week
Senior Engineering Technician	32.6595/39.9680	40 hrs/week
Senior Materials Handler	29.1633/38.0396	40 hrs/week
Senior Meter Reader	22.0869/26.2145	40 hrs/week
Senior Power Dispatcher	36.5342/50.1352	40 hrs/week
Senior Power Plant Operator	35.7892/45.8804	40 hrs/week
Senior Substation Technician	39.6994/41.1455	40 hrs/week
Senior Water Maintenance Worker	24.3938/32.1211	40 hrs/week
Substation Technician	36.7512/38.2101	40 hrs/week
Systems Technician	32.3881/41.1455	40 hrs/week
Tree Trim Crew Chief	29.8621/37.0845	40 hrs/week
Utility Electrician	28.6586/37.6629	40 hrs/week
Utility Groundman	20.0000/28.0000	40 hrs/week
Utility Technician	27.7195/38.9914	40 hrs/week
Utility Warehouse Clerk	21.5966/26.6451	40 hrs/week
Water Maintenance Worker	19.9348/27.5678	40 hrs/week
Wireworker I	23.48 81/33.2122	40 hrs/week
Wireworker II	32.5714/38.5227	40 hrs/week

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SECTION 4. The currently occupied classifications of employees of the City of Grand Island included under the FOP labor agreement, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the FOP labor agreement shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	
Police Officer	20.9247/32.0568	
Police Sergeant	26.1893/39.3272	

OVERTIME ELIGIBILITY

The City has reserved its right to the utilization of the 207(k) FLSA exemption and will implement this as the hours of work effective the first full pay period following the execution of the labor agreement. The pay period for purposes of calculating overtime shall consist of a fourteen (14) day cycle that runs concurrent with the City's current payroll cycle. For purposes of calculating eligibility for overtime, "hours worked" shall include actual hours worked, vacation, personal leave and holiday hours. Employees shall be eligible for overtime when they exceed their hours scheduled for work in the fourteen (14) day pay cycle with a minimum of eighty (80) hours. There shall also be established for each employee in the bargaining unit a Training and Special Events bank of thirty (30) hours per individual per contract year. Each employee may be scheduled for training or special event duty with a minimum of seven (7) days notice prior to the commencement of the pay period and the training and special events bank hours may be added to the eighty (80) hour, two (2) week pay period up to eighty-six (86) hours and these hours shall not be eligible for overtime. Training and special events hours worked in

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excess of eighty-six (86) hours in a two week pay period will be eligible for overtime, but will not be subtracted from the Training and Special Events bank. All work completed after eighty (80) hours in a pay period that is performed for work that is funded by grants from parties outside or other than the City of Grand Island, shall be paid overtime for the time worked after eighty (80) hours, if the time is funded at overtime rates by the grant. Any such grant hours are not deducted from the Training and Special Events bank.

SECTION 5. The currently occupied classifications of employees of the City of Grand Island included under the IAFF labor agreement, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the IAFF labor agreement shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Fire Captain	19.9429/27.6524	212 hrs/28 days
Firefighter / EMT	15.1020/21.9163	212 hrs/28 days
Firefighter / Paramedic	17.0188/24.0361	212 hrs/28 days
Life Safety Inspector	22.9354/32.5426	40 hrs/week
Shift Commander	24.3197/31.8276	212 hrs/28 days

IAFF employees, with the exception of the Life Safety Inspector, will be eligible for overtime pay for hours worked in excess of 212 hours in each 28-day pay period, unless recall or mandatory overtime is required as specified in the IAFF labor agreement. When an employee is assigned as an Apparatus Operator (not including ambulance or service vehicles) for an entire 24 hour shift, the employee will receive an additional fifty cents (\$.50) per hour.

SECTION 6. The currently occupied classifications of the employees of the City of Grand Island included under the IBEW-WWTP labor agreement, and the ranges of

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compensation salary and wages, excluding shift differential as provided by contract, to be paid for such classifications, and the number of hours and work period which certain such employees included under the IBEW-WWTP labor agreement shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Accounting Technician – WWTP	17.4298/24.5254	40 hrs/week
Equipment Operator – WWTP	18.0428/25.3881	40 hrs/week
Maintenance Mechanic I	18.4488/25.9593	40 hrs/week
Maintenance Mechanic II	21.1658/29.7825	40 hrs/week
Maintenance Worker – WWTP	18.9035/26.5992	40 hrs/week
Wastewater Clerk	14.8892/20.9503	40 hrs/week
Wastewater Plant Laboratory Technician	19.8728/27.9629	40 hrs/week
Wastewater Plant Operator I	17.6136/24.7844	40 hrs/week
Wastewater Plant Operator II	19.6465/27.6448	40 hrs/week

Employees covered under the IBEW Wastewater Treatment Plant labor agreement who are regularly scheduled to work swing shift will receive an additional 15 cents (\$0.15) per hour; employees who are regularly scheduled to work graveyard shift will receive an additional 25 cents (\$0.25) per hour for wages attributable to those shifts. One lead Maintenance Worker covered under the IBEW Wastewater Treatment Plant labor agreement may receive forty dollars (\$40) per pay period stipend.

SECTION 7. The currently occupied classifications of the employees of the City of Grand Island included under the IBEW-Service/Clerical labor agreement, and the ranges of compensation salary and wages to be paid for such classifications, and the number of hours and work period which certain such employees included under the IBEW-Service/Clerical labor agreement shall work prior to overtime eligibility are as follows:

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<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Accounting Technician – Streets	18.4474/24.6252	40 hrs/week
Accounts Payable Clerk	17.1226/24.7731	40 hrs/week
Administrative Assistant	18.9977/27.2480	40 hrs/week
Administrative Assistant - Parks	18.7801/26.6898	40 hrs/week
Audio Video Technician	18.9071/26.6730	40 hrs/week
Building Inspector	21.7593/30.8738	40 hrs/week
Community Development Administrator	20.6968/29.7579	40 hrs/week
Community Development Specialist	18.9977/27.2480	40 hrs/week
Computer Operator	22.7520/29.9089	40 hrs/week
Community Service Officer	16.0216/21.8416	40 hrs/week
Computer Programmer	23.6772/34.6995	40 hrs/week
Computer Technician	23.4344/30.8067	40 hrs/week
Crime Analyst	20.7194/29.4144	40 hrs/week
Electrical Inspector	21.7593/30.8738	40 hrs/week
Emergency Management Coordinator	18.7801/26.6898	40 hrs/week
Engineering Technician – Public Works	21.2585/29.9816	40 hrs/week
Evidence Technician	16.5199/24.1747	40 hrs/week
Finance Secretary	16.8826/23.9929	40 hrs/week
GIS Coordinator	26.5496/37.2543	40 hrs/week
Maintenance Worker I – Building, Library	16.4879/22.3139	40 hrs/week
Maintenance Worker II – Building, Police	17.3754/23.5542	40 hrs/week
Planning Technician	23.2256/32.6774	40 hrs/week
Plans Examiner	22.5088/31.9374	40 hrs/week
Plumbing Inspector	21.7593/30.8738	40 hrs/week
Police Records Clerk – Full Time	15.1442/21.0800	40 hrs/week
Public Safety Dispatcher	16.5289/24.1441	40 hrs/week
Shooting Range Operator	22.8260/30.9411	40 hrs/week
Stormwater Program Manager	21.5743/30.4270	40 hrs/week
Utility Secretary	16.8826/23.9929	40 hrs/week

A shift differential of \$0.15 per hour shall be added to the base hourly wage for persons in the employee classification Public Safety Dispatcher who work any hours or a portion thereof between 3:00 p.m. and 11:00 p.m. Employees who work any hours or portion thereof from 11:00 p.m. to 7:00 a.m. will receive a shift differential of \$0.25 per hour. This does

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not include persons who work the day shift. Shift differential will only be paid for actual hours worked. Paid leave will not qualify for the shift differential pay. A shift differential of \$0.25 per hour shall be added to the base hourly wage for persons who work rotating shifts covered by the IBEW Utilities labor agreement in the employee classifications of Power Dispatcher I, Power Dispatcher II, Power Plant Operator, Senior Power Dispatcher and Senior Power Plant Operator.

~~Effective the first full pay period in January 2017, a~~All employees covered under the FOP labor agreement and are regularly assigned to a shift whose majority of hours occur between 1800 hours and 0600 hours, shall be paid an additional thirty-five cents (\$0.35) per hour.

SECTION 8. The classification of employees included under labor agreements with the City of Grand Island, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees shall work prior to overtime eligibility are as stated above. All employees covered by the IAFF labor agreement, except Life Safety Inspector, will be credited five hundred twenty-five dollars (\$525) annual credit to be used for the purchase of the uniform item purchases as needed. New hires will receive four hundred dollars (\$400) credit for the purchase of initial uniforms. After probation they shall receive an additional five hundred dollars (\$500) for the purchase of a Class A uniform or other items as necessary. All employees of the FOP labor agreement shall be paid a clothing and uniform allowance in addition to regular salary at the rate of Three Hundred Twenty-five dollars (\$325.00) semi-annually. If any such employee covered by the FOP labor agreement shall resign, or his or her employment be terminated for any reason whatsoever, the clothing allowance shall be paid on a prorata basis, but no allowance shall be made for a fraction of a month. New employees covered by the IBEW – Utilities labor agreement who are required to wear full fire retardant (FR)

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clothing will be eligible for a one-time reimbursement up to \$1,200 to purchase or rent required uniforms. All other employees required to wear full FR clothing will be eligible for reimbursement up to \$600 annually. The non-union position of Meter Reader Supervisor who are required to wear full fire retardant clothing will be eligible for an annual stipend of \$600 to purchase or rent required uniforms. Those employees who are required to wear partial fire retardant clothing will be eligible for an annual stipend of \$350. Employees will be reimbursed for said purchases with a receipt showing proof of purchase. Employees covered by the IBEW Service/Clerical labor agreement in the Community Service Officer Full Time position shall be paid a uniform allowance at the rate of \$10.00 per pay period. Employees in the non-union Community Service Officer Part Time position shall be paid a prorated uniform allowance based on hours worked, not to exceed \$10.00 per pay period.

Fire Chief and Fire Division Chiefs shall be paid a clothing allowance of \$484.08 per year, divided into 24 pay periods. Police Chief and Police Captains shall be paid a clothing allowance of \$650.00 per year, divided into 26 pay periods.

Non-union employees and employees covered by the FOP labor agreement, the IAFF labor agreement, the IBEW Utilities, Finance, Service/Clerical and Wastewater Treatment Plant labor agreements may receive an annual stipend not to exceed \$1,500 for bilingual pay.

Employees covered by the AFSCME labor agreement shall be granted a meal allowance of \$4.50 if they are required to work two (2) hours overtime consecutively with their normal working hours during an emergency situation, and if such overtime would normally interfere with and disrupt the employee's normal meal schedule. Employees covered by the IBEW - Utilities labor agreement shall be allowed a meal allowance for actual cost, or up to \$7.00 per meal, if they are required to work two (2) hours overtime consecutively with their

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normal working hours and if such overtime would normally interfere with and disrupt the employee's normal meal schedule. Direct supervisors of employees who are covered by labor agreements which allow overtime meal allowance shall be entitled to the same meal allowance benefit. Non-exempt direct supervisors of employees who are covered by labor agreements which allow stand-by pay shall be entitled to the same stand-by pay benefit.

Employees covered by the FOP labor agreement who are directed to be on stand-by duty by the Chief of Police or Police Captain shall receive one (1) hour of straight time pay for each eight (8) hours of standby duty or fraction thereof, that occurs between regularly assigned duty shifts. In the event that an employee covered by the FOP labor agreement is called in to work while off duty, the employee shall be paid for a minimum of two (2) hours at one and one-half (1.5) the regular rate of pay and for any additional time worked thereafter.

Utilities Department personnel in the IBEW bargaining unit and the classifications of Meter Reader Supervisor, Power Plant Superintendent, Power Plant Supervisor, Electric Distribution Superintendent, Electric Distribution Supervisor, Water Superintendent, Water Supervisor, and Electric Underground Superintendent shall be eligible to participate in a voluntary uniform program providing an allowance up to \$18.00 per month. When protective clothing is required for Utilities Department and Wastewater Treatment Plant personnel covered by the IBEW labor agreements and employees covered by the AFSCME labor agreement, except the Fleet Services Division of the Public Works Department, the City shall pay 60% of the actual cost of providing and cleaning said clothing and the employees 40% of said cost. Full-time Fleet Services personnel shall receive a uniform allowance of \$12 biweekly. Public Works Department personnel in the job classifications of Fleet Services Shop Foreman and Fleet Services Mechanic shall receive a tool allowance of \$15 biweekly. The City will reimburse 60% of the actual cost of

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providing up to 2 pairs of steel toe or safety toe boots that meets the ANSI standard per contract year for employees covered by the IBEW Wastewater Treatment Plant labor agreement.

SECTION 9. Employees shall be compensated for unused medical leave as follows:

(A) All employees covered in the IBEW Utilities labor agreements shall be paid for forty-seven percent (47%) of their accumulated medical leave at the time of their retirement, early retirement, or death, not to exceed four hundred eighty-eight and one third hours (calculated at  $47\% \times 1,039 \text{ hours} = 488.33 \text{ hours}$ ), the rate of compensation to be based on the employee's salary at the time of retirement or death. Employees covered in the IAFF labor agreement, with the exception of Life Safety Inspector, shall have a contribution to a VEBA made on their behalf in lieu of payment for thirty-eight percent (38%) of their accumulated medical leave at the time of their retirement, not to exceed five hundred ninety-eight and eighty-eight hundredths hours (calculated at  $38\% \times 1,576 \text{ hours} = 598.88 \text{ hours}$ ). The Life Safety Inspector shall have a contribution to a VEBA made on their behalf in lieu of payment for fifty percent (50%) of their accumulated medical leave at the time of their retirement, not to exceed five hundred forty-two hours (calculated at  $50\% \times 1,084 = 542$ ). The amount of contribution will be based upon the employee's salary at the time of retirement. Employees covered by the IBEW Service/Clerical, IBEW Finance, and IBEW Wastewater Treatment Plant labor agreements shall have a contribution to a VEBA made on their behalf in lieu of payment for twenty-five percent (25%) of their accumulated medical leave at the time of retirement or death, based on the

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employee's salary at the time of retirement not to exceed 334.75 hours (calculated at  $25\% \times 1,339 \text{ hours} = 334.75 \text{ hours}$ .) Non-union employees shall have a contribution to a VEBA made on their behalf in lieu of payment for fifty percent (50%) of their accumulated medical leave at the time of their retirement, not to exceed five hundred forty-two hours (calculated at  $50\% \times 1,084 = 542$ ). The amount of contribution will be based upon the employee's salary at the time of retirement. Employees hired before October 1, 2014 covered by the AFSCME labor agreement shall be paid thirty-five (35%) of their accumulated medical leave bank at the time of their retirement, based on the employee's salary at the time of retirement not to exceed four hundred sixty-eight and sixty-five hundredths hours (calculated at  $35\% \times 1339 \text{ hours} = 468.65 \text{ hours}$ ). Employees hired on or after October 1, 2014, covered by the AFSCME labor agreement will not receive compensation at retirement for unused medical leave. Employees covered under the FOP labor agreement shall be paid thirty-seven and one-half percent (37.5%) of their accumulated medical leave bank at the time of their retirement, not to exceed four hundred eighty hours (calculated at  $37.5\% \times 1,280 \text{ hours} = 480 \text{ hrs.}$ ), based on the employee's salary at the time of retirement. If death occurs while in the line of duty, employees covered under the FOP labor agreement shall be paid one hundred percent (100%) of their accumulated medical leave bank at the time of their death, not to exceed one thousand two hundred eighty (1,280) hours, based on the employee's salary at the time of their death.

ORDINANCE NO. 9625 (Cont.)

(B) The City Administrator and department heads shall have a contribution made to their VEBA for one-half of their accumulated medical leave, not to exceed 30 days of pay, upon their resignation, the rate of compensation to be based upon the salary at the time of termination. Compensation for unused medical leave at retirement shall be as provided for non-union employees.

(C) The death of an employee shall be treated the same as retirement, and payment shall be made to the employee's beneficiary or estate for one-half of all unused medical leave for non-union employees and as defined in labor agreements for all other employees.

SECTION 10. Non-union employees shall have a contribution made on their behalf to their VEBA account in the amount of \$30.00 per pay period. Employees represented by the IBEW Service/Clerical, IBEW Wastewater Treatment Plant, and IBEW Finance labor agreements shall have a contribution made on their behalf to the VEBA account of \$15 per pay period. Employees represented by the IBEW Utilities labor agreement shall have a contribution made on their behalf to their VEBA account in the amount of \$20.00 per pay period. Employees represented by the IAFF labor agreement shall have a contribution made on their behalf to the VEBA account of \$10 per pay period.

SECTION 11. ~~Effective the first full pay period in October 2016, a~~An employee, who is represented by the FOP labor agreement, shall annually receive longevity pay based upon the total length of service with the City. Such pay shall be effective beginning with the first full pay period following completion of the specified years of service. Payment shall be made on a prorated basis on each regular pay day. The following rate schedule shall apply: ten years

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(beginning 11<sup>th</sup> year) - \$ 645.50; fifteen years (beginning 16<sup>th</sup> year) - \$ 830.50; 20 years (beginning 21<sup>st</sup> year) - \$1,032.50; twenty-five years (beginning 26<sup>th</sup> year) - \$1,247.50.

SECTION 12. The validity of any section, subsection, sentence, clause, or phrase of this ordinance shall not affect the validity or enforceability of any other section, subsection, sentence, clause, or phrase thereof.

SECTION 13. The adjustments identified herein shall be effective on the date of passage and publication in pamphlet form in one issue of the Grand Island Independent as provided by law. ~~effective December 26, 2016.~~

SECTION 14. Those portions of Ordinance No. 9615 and all other parts of ordinances in conflict herewith be, and the same are, hereby repealed.

Enacted: February 14, 2017

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Jeremy L. Jensen, Mayor

Attest:

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RaNae Edwards, City Clerk