



City of Grand Island

Tuesday, January 25, 2005

Council Session

Item F2

#8951 - Consideration of Approving Salary Ordinance

Staff Contact: Brenda Sutherland

Council Agenda Memo

From: Brenda Sutherland, Human Resources Director

Meeting: January 25, 2005

Subject: Salary Ordinance

Item #'s: F-2

Presenter(s): Brenda Sutherland

Background

The Salary Ordinance is the document that provides the parameters by which City employees are paid. The last salary ordinance that was passed was Ordinance #8926 which went into effect October 4, 2004.

Discussion

The changes that are being proposed in this salary ordinance are as follows; the creation of the position of the Shooting Range Superintendent and the salary range for that position, delete the position of Community Development Director and add the position of Community Development Administrator and amend the salary range for the Development Specialist to be in line with the Community Development Administrator and also to make this an exempt position.

The Council has been addressed in a prior study session for the need to hire an employee to manage the City's shooting facility. This topic is addressed in greater detail in the FTE amendment memo. This ordinance will allow for the salary so that the City may proceed in the hiring process to fill this position. The annual salary for the Shooting Range Superintendent is \$36,756.11 - \$51,701.91. This range is in line with other superintendent salaries in the Parks Department.

The next change is to delete the position that has been recently vacated due to a retirement. The responsibility and scope of this position changed a few years ago with the restructuring of the Community Development Department. It is recommended at this time that the title and salary be changed to more accurately reflect the duties of the position. The new salary range will be \$28,422.16 – 39,993.20.

The last change that is recommended is to amend the salary range for the Development Specialist. This position has evolved into a position that is very different than when it first began. It has become a grant writing position. The duties and scope of this position have also evolved to the point that this position would qualify as an exempt position. It is recommended that the salary range for this position be amended to be comparable to the Community Development Administrator as the scope of work is very similar and as the two positions will have a great deal of crossover.

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 the proposed salary ordinance.

Sample Motion

Move to approve the proposed salary ordinance.

ORDINANCE NO. 8951

An ordinance to amend Ordinance No. 8926 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 delete the classification and salary range for the position of Community Development Director; to add the classification and salary range for the position of Community Development Administrator; to amend the salary range for the position of Development Specialist; to add the classification and salary range for the position of Shooting Range Superintendent; to repeal Ordinance No. 8926, and any ordinance or parts of 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 contract) 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:

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Accountant	1329.71 / 1871.63	Exempt
Accounting Technician – Solid Waste, Streets, WWTP	988.62 / 1391.17	40 hrs/week
Administrative Assistant – Administration, Public Works, Utilities	1067.40 / 1502.85	40 hrs/week
Administration Secretary	885.60 / 1245.73	40 hrs/week

ORDINANCE NO. 8951 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Assistant to the City Administrator	1351.00 / 1902.00	Exempt
Assistant Public Works Director	1799.78 / 2532.16	Exempt
Assistant Utility Director – Administration	2398.25 / 3374.86	Exempt
Assistant Utility Director – PGS & PCC	2597.86 / 3655.91	Exempt
Attorney	1888.08 / 2656.82	Exempt
Audio-Video Technician	1236.22 / 1739.52	40 hrs/week
Biosolids Technician	1092.59 / 1538.00	40 hrs/week
Building Clerk	819.90 / 1153.50	40 hrs/week
Building Department Director	1956.75 / 2752.34	Exempt
Building Inspector	1267.11 / 1782.79	40 hrs/week
Building Secretary	885.60 / 1245.73	40 hrs/week
Cemetery Superintendent	1324.51 / 1864.71	Exempt
City Administrator	2976.62 / 4188.99	Exempt
City Attorney	2477.62 / 3487.02	Exempt
City Clerk	1316.94 / 1853.26	Exempt
Civil Engineering Manager – Public Works Engineering	1790.26 / 2520.04	Exempt
Civil Engineering Manager – Utility, PCC	1969.00 / 2772.09	Exempt
Code Compliance Officer	1127.14 / 1585.99	40 hrs/week
Collection System Supervisor	1283.82 / 1806.70	40 hrs/week
Communications Specialist/EMD	918.32 / 1295.37	40 hrs/week
Communications Supervisor	1173.52 / 1651.23	Exempt
<u>Community Development Administrator</u>	<u>1093.16 / 1538.20</u>	<u>Exempt</u>
Community Development Director	1688.10 / 2377.20	Exempt
Community Service Officer – Police Department	802.50 / 1128.86	40 hrs/week
Custodian	774.80 / 1093.38	40 hrs/week
Development Specialist	<u>1093.16 / 1538.20</u> 910.71 / 1282.10	<u>Exempt</u> 40 hrs/week
Electric Distribution Superintendent	2048.58 / 2882.14	Exempt
Electric Distribution Supervisor	1730.70 / 2434.45	40 hrs/week
Electric Underground Superintendent	1824.29 / 2566.90	Exempt
Electrical Engineer I	1611.06 / 2268.12	Exempt
Electrical Engineer II	1867.30 / 2628.25	Exempt

ORDINANCE NO. 8951 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Electrical Inspector	1267.11 / 1782.79	40 hrs/week
Emergency Management Coordinator	955.73 / 1344.42	40 hrs/week
Emergency Management Director	1863.15 / 2621.65	Exempt
EMS Division Chief	1728.93 / 2432.69	Exempt
Engineering Technician Supervisor	1405.89 / 1978.98	Exempt
Equipment Operator, Solid Waste	1041.09 / 1466.16	40 hrs/week
Equipment Operator, WWTP	1030.78 / 1451.64	40 hrs/week
Finance Director	2398.25 / 3374.86	Exempt
Finance Secretary	885.60 / 1245.73	40 hrs/week
Fire Chief	2066.41 / 2907.00	Exempt
Fire Operations Division Chief	1728.93 / 2432.69	Exempt
Fire Prevention Division Chief	1728.93 / 2432.69	Exempt
Fire Training Division Chief	1728.93 / 2432.69	Exempt
Fleet Services Superintendent	1417.14 / 1995.43	Exempt
Fleet Services Supervisor	1180.77 / 1661.62	40 hrs/week
Golf Course Superintendent	1649.80 / 2321.53	Exempt
Grounds Management Crew Chief	1237.08 / 1740.91	40 hrs/week
Human Resources Director	1975.93 / 2779.32	Exempt
Human Resources Specialist	1176.17 / 1654.76	40 hrs/week
Information Technology Manager	1878.31 / 2642.81	Exempt
Information Technology Supervisor	1575.88 / 2217.76	Exempt
Legal Assistant	1265.65 / 1781.59	40 hrs/week
Legal Secretary	950.54 / 1339.23	40 hrs/week
Librarian I	1158.30 / 1629.24	Exempt
Librarian II	1274.30 / 1792.85	Exempt
Library Assistant	798.17 / 1122.81	40 hrs/week
Library Assistant Director	1467.35 / 2064.68	Exempt
Library Clerk	669.01 / 942.62	40 hrs/week
Library Director	1864.71 / 2624.79	Exempt
Library Page	506.30 / 712.65	40 hrs/week
Library Secretary	885.60 / 1245.73	40 hrs/week
Maintenance Mechanic I	1014.58 / 1431.35	40 hrs/week
Maintenance Mechanic II	1139.08 / 1602.66	40 hrs/week

ORDINANCE NO. 8951 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Maintenance Worker I – Solid Waste	904.66 / 1274.30	40 hrs/week
Maintenance Worker I – Building, Golf, Library	929.75 / 1308.06	40 hrs/week
Maintenance Worker I – WWTP	948.35 / 1334.23	40 hrs/week
Maintenance Worker II – Solid Waste	953.13 / 1341.82	40 hrs/week
Maintenance Worker II – Building, Golf	979.10 / 1380.78	40 hrs/week
Maintenance Worker II – WWTP	998.68 / 1408.40	40 hrs/week
Meter Reading Supervisor	1204.40 / 1696.15	Exempt
Office Manager – Police Department	1081.26 / 1521.89	40 hrs/week
Parking Monitor	537.59 / 757.30	40 hrs/week
Parks and Recreation Director	2014.47 / 2833.42	Exempt
Parks and Recreation Secretary	885.60 / 1245.73	40 hrs/week
Parks Maintenance Superintendent	1498.52 / 2107.97	Exempt
Payroll Specialist	1153.10 / 1622.30	40 hrs/week
Planning Director	1753.65 / 2467.13	Exempt
Planning Secretary	885.60 / 1245.73	40 hrs/week
Planning Technician	1242.27 / 1747.83	40 hrs/week
Plumbing Inspector	1267.11 / 1782.79	40 hrs/week
Police Captain	1728.93 / 2432.69	Exempt
Police Chief	2164.24 / 3046.38	Exempt
Police Records Clerk	823.27 / 1159.16	40 hrs/week
Power Plant Maintenance Supervisor	1815.53 / 2553.79	Exempt
Power Plant Operations Supervisor	1907.24 / 2683.47	Exempt
Power Plant Superintendent – Burdick	2041.65 / 2872.98	Exempt
Power Plant Superintendent – PGS	2353.71 / 3310.57	Exempt
Public Information Officer	1176.17 / 1654.76	40 hrs/week
Public Safety Secretary	978.24 / 1379.92	40 hrs/week
Public Works Director	2351.23 / 3308.68	Exempt
Public Works Secretary	885.60 / 1245.73	40 hrs/week
Purchasing Technician	885.60 / 1245.73	40 hrs/week
Recreation Superintendent	1413.70 / 1988.54	Exempt
Regulatory and Environmental Specialist	1815.53 / 2553.79	Exempt
Senior Accountant	1396.88 / 1965.05	Exempt
Senior Communications Specialist/EMD	992.61 / 1396.18	40 hrs/week

ORDINANCE NO. 8951 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Senior Electrical Engineer	2044.42 / 2876.53	Exempt
Senior Engineering Technician	1242.27 / 1747.83	40 hrs/week
Senior Equipment Operator, Solid Waste	1093.16 / 1538.20	40 hrs/week
Senior Equipment Operator, WWTP	1071.73 / 1508.04	40 hrs/week
Senior Library Assistant	880.41 / 1238.81	40 hrs/week
Senior Maintenance Worker	1101.69 / 1550.72	40 hrs/week
Senior Utility Secretary	888.21 / 1252.66	40 hrs/week
<u>Shooting Range Superintendent</u>	<u>1413.70 / 1988.54</u>	<u>Exempt</u>
Solid Waste Division Clerk	796.47 / 1120.54	40 hrs/week
Solid Waste Superintendent	1613.65 / 2270.72	Exempt
Street Superintendent	1562.92 / 2201.34	Exempt
Street Supervisor	1240.63 / 1744.82	40 hrs/week
Turf Management Specialist	1242.27 / 1747.83	40 hrs/week
Utility Director	2923.28 / 4112.22	Exempt
Utility Production Engineer	2098.98 / 2953.95	Exempt
Utility Secretary	885.60 / 1245.73	40 hrs/week
Utility Services Manager	1693.51 / 2383.15	Exempt
Utility Warehouse Supervisor	1342.20 / 1887.78	40 hrs/week
Victim Assistance Unit Coordinator	823.27 / 1159.16	40 hrs/week
Wastewater Clerk	796.47 / 1120.54	40 hrs/week
Wastewater Engineering/Operations Superintendent	1790.26 / 2520.04	Exempt
Wastewater Plant Maintenance Supervisor	1317.58 / 1854.32	40 hrs/week
Wastewater Plant Operator I	924.56 / 1301.14	40 hrs/week
Wastewater Plant Operator II	1033.51 / 1455.27	40 hrs/week
Wastewater Plant Process Supervisor	1349.62 / 1900.20	40 hrs/week
Wastewater Plant Senior Operator	1092.59 / 1538.00	40 hrs/week
Water Superintendent	1631.56 / 2295.01	Exempt
Water Supervisor	1391.14 / 1959.15	40 hrs/week
Worker / Seasonal	412.00 / 1600.00	Exempt
Worker / Temporary	412.00	40 hrs/week

ORDINANCE NO. 8951 (Cont.)

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:

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Equipment Operator – Streets	932.48 / 1311.30	40 hrs/week
Fleet Services Attendant/Clerk	847.70 / 1195.62	40 hrs/week
Fleet Services Inventory Specialist	929.83 / 1308.65	40 hrs/week
Fleet Services Mechanic	1042.86 / 1466.72	40 hrs/week
Horticulturist	984.58 / 1387.23	40 hrs/week
Maintenance Worker – Cemetery	925.42 / 1302.47	40 hrs/week
Maintenance Worker – Parks	919.23 / 1294.52	40 hrs/week
Maintenance Worker – Streets	899.80 / 1266.26	40 hrs/week
Senior Equipment Operator – Streets	1021.66 / 1438.46	40 hrs/week
Senior Maintenance Worker – Parks	1021.66 / 1438.46	40 hrs/week
Senior Maintenance Worker – Streets	1021.66 / 1438.46	40 hrs/week
Traffic Signal Technician	1021.66 / 1438.46	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:

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Accounting Clerk	866.75 / 1221.67	40 hrs/week

ORDINANCE NO. 8951 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Computer Programmer	1358.84 / 1910.94	40 hrs/week
Computer Technician	1060.02 / 1491.22	40 hrs/week
Custodian	808.45 / 1137.65	40 hrs/week
Electric Distribution Crew Chief	1574.88 / 2215.29	40 hrs/week
Electric Underground Crew Chief	1574.88 / 2215.29	40 hrs/week
Engineering Technician I	1113.58 / 1566.74	40 hrs/week
Engineering Technician II	1356.86 / 1910.14	40 hrs/week
GIS Technician	1462.24 / 2056.79	40 hrs/week
Instrument Technician	1614.32 / 2271.02	40 hrs/week
Lineworker Apprentice	1114.50 / 1568.02	40 hrs/week
Lineworker First Class	1427.42 / 2007.82	40 hrs/week
Materials Handler	1357.98 / 1910.08	40 hrs/week
Meter Reader	914.75 / 1287.68	40 hrs/week
Meter Technician	1141.69 / 1606.26	40 hrs/week
Power Dispatcher I	1574.41 / 2214.43	40 hrs/week
Power Dispatcher II	1653.63 / 2326.06	40 hrs/week
Power Plant Maintenance Mechanic	1427.42 / 2007.82	40 hrs/week
Power Plant Operator	1499.43 / 2108.98	40 hrs/week
Senior Accounting Clerk	910.46 / 1282.54	40 hrs/week
Senior Engineering Technician	1462.24 / 2056.79	40 hrs/week
Senior Materials Handler	1499.43 / 2108.98	40 hrs/week
Senior Meter Reader	985.05 / 1384.56	40 hrs/week
Senior Power Dispatcher	1824.66 / 2566.40	40 hrs/week
Senior Power Plant Operator	1654.62 / 2327.60	40 hrs/week
Senior Substation Technician	1614.32 / 2271.02	40 hrs/week
Senior Water Maintenance Worker	1229.51 / 1730.10	40 hrs/week
Substation Technician	1499.43 / 2108.98	40 hrs/week
Systems Technician	1614.32 / 2271.02	40 hrs/week
Tree Trim Crew Chief	1427.42 / 2007.82	40 hrs/week
Utilities Electrician	1499.43 / 2108.98	40 hrs/week
Utility Technician	1574.88 / 2215.29	40 hrs/week
Utility Warehouse Clerk	1009.91 / 1421.42	40 hrs/week
Water Maintenance Worker	1086.36 / 1528.98	40 hrs/week

ORDINANCE NO. 8951 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Wireworker I	1230.25 / 1730.91	40 hrs/week
Wireworker II	1427.42 / 2007.82	40 hrs/week

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:

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Police Officer	1132.89 / 1583.70	40 hrs/week
Police Sergeant	1441.47 / 1975.15	40 hrs/week

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:

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Fire Captain	1415.88 / 1992.60	212 hrs/28 days
Firefighter / EMT	1078.94 / 1530.73	212 hrs/28 days
Firefighter / Paramedic	1189.41 / 1727.18	212 hrs/28 days

ORDINANCE NO. 8951 (Cont.)

SECTION 6 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 classification, and the number of hours and work period which certain such employees shall work prior to overtime eligibility area as stated above. All full-time fire fighters and police officers shall be paid a clothing and uniform allowance in addition to regular salary. All full-time fire fighters shall be paid a clothing and uniform allowance in addition to regular salary in the amount of \$80.00 per month. All full-time police officers shall be paid a clothing and uniform allowance in addition to regular salary of \$50.00 per month. Full-time police officers may also receive a reimbursement toward the purchase of body armor, not to exceed \$400. Full-time fire fighters and fire captains may receive a one-time uniform acquisition allowance of up to \$850. Full-time fire fighters, fire captains, Fire Operations Division Chief, Fire Prevention Division Chief, Fire Training Division Chief, and EMS Division Chief may receive an annual stipend for longevity not to exceed \$520. If any such fire fighter or police officer 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.

Non-union employees and employees covered by the AFSCME labor union, the FOP labor union, and the IBEW labor union may receive an annual stipend not to exceed \$500 for bilingual pay.

Utilities Department personnel in the IBEW bargaining unit and the classifications of Meter Reading Supervisor, Power Plant Superintendent, Power Plant Supervisor, Electric Distribution Superintendent, Electric Distribution Supervisor, Water Superintendent, Water Supervisor, Electric Underground and Substation Superintendent, Electric

ORDINANCE NO. 8951 (Cont.)

Underground and Substation Supervisor, and Engineering Technical Supervisor 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 personnel in the IBEW, the City shall pay 60% of the cost of providing and cleaning said clothing and the employees 40% of said cost. Public Works Department personnel in the AFSCME bargaining unit shall be eligible to participate in a voluntary uniform program providing an allowance up to \$18 per month. Full-time Shop Garage Division personnel shall receive a uniform allowance of \$12 biweekly. Public Works Department personnel in the job classifications Equipment Mechanic Supervisor, Garage Superintendent, and Equipment Mechanic shall receive a tool allowance of \$10 biweekly.

SECTION 7. Employees shall be compensated for unused sick leave as follows:

(A) For all employees except those covered in the IAFF and AFSCME bargaining agreement, the City will include in the second paycheck in January of each year, payment for an employee's unused sick leave in excess of 960 hours accrued in the preceding calendar year. The compensation will be at the rate of one-half day's pay based on the employee's current pay rate at the time of such compensation, for each day of unused sick leave which exceeds 960 hours accrual of the preceding year.

For those employees covered in the AFSCME bargaining agreement, the City will include in the second paycheck in January of each year, payment for an employee's unused sick leave in excess of 968 hours accrued in the preceding calendar year. The compensation will be at the rate of one-half day's pay based on the employee's current pay rate at the time of such compensation, for each day of unused sick leave which exceeds 968 hours accrual of the preceding year.

ORDINANCE NO. 8951 (Cont.)

For those employees covered in the IAFF bargaining agreement, the City will make a contribution into a Health Reimbursement Account (HRA) on behalf of the employee in lieu of payment for an employee's unused sick leave in excess of 2,880 hours accrued in the preceding calendar year. The contribution will be at the rate of one-quarter day's pay based on the employee's current pay rate at the time of such contribution, for each day of unused sick leave which exceeds 2,880 hours accrual of the preceding year.

(B) All employees except those covered in the fire department bargaining agreement shall be paid for one-half of their accumulated sick leave at the time of their retirement, the rate of compensation to be based on the employee's salary at the time of retirement. Employees covered in the fire department bargaining agreement shall have a contribution to a Health Reimbursement Account (HRA) made on their behalf in lieu of payment for one quarter of their accumulated sick leave at the time of their retirement, the amount of contribution will be based upon the employee's salary at the time of retirement.

(C) Department heads shall be paid for one-half of their accumulated sick 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 sick leave at retirement shall be as provided above.

(D) 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 sick leave.

ORDINANCE NO. 8951 (Cont.)

SECTION 8. The city administrator shall receive a vehicle allowance of \$400 per month in lieu of mileage for use of personal vehicle travel within Hall County, payable monthly.

SECTION 9. Reimbursed expenses which are authorized by Neb. Rev. Stat. §13-2201, et. seq., the Local Government Miscellaneous Expenditure Act and/or which the Internal Revenue Service requires to be reflected on an employee IRS Form W-2 at year end, are hereby authorized as a payroll entry.

SECTION 10. 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 12. Ordinance No. 8926 and all other ordinances and parts of ordinances in conflict herewith be, and the same are, hereby repealed.

SECTION 13. The salary adjustments indicated in this ordinance shall become effective with the payroll period beginning February 21, 2005.

SECTION 13. This ordinance shall be in full force and take effect from and after its passage and publication in pamphlet form in one issue of the Grand Island Independent as provided by law.

Enacted: January 25, 2005.

Jay Vavricek, Mayor

Attest:

RaNae Edwards, City Clerk