



City of Grand Island

Tuesday, November 08, 2005

Council Session

Item F5

#9017 - Consideration of Salary Ordinance Relative to Emergency Management Positions

Staff Contact: Brenda Sutherland

Council Agenda Memo

From: Brenda Sutherland, Human Resources Director
Meeting: November 8, 2005
Subject: Salary Ordinance Change
Item #'s: F-5
Presenter(s): Brenda Sutherland, Human Resources Director

Background

The Emergency Management Center has recently experienced a change in leadership with the hiring of Lela Lowry as the new Emergency Management Director. She has spent the last four months evaluating the strengths and weaknesses of the department as well as formulating a plan to address them.

Discussion

In order to run the department in the most effective and efficient way possible Administration is recommending the restructuring of the department. This restructuring would involve eliminating the Emergency Management Coordinator and replacing it with an Emergency Management Clerk. The Communications Supervisor position would also be eliminated and replaced by the Emergency Management Deputy Director.

This restructuring would reallocate expertise in the correct areas. The reorganization would allow for greater management coverage for the department. Also, it will provide for a clerical position to take care of administrative aspects of the department. This change will not result in an increase of expenses to the department.

Also, as a clean up measure, administration recommends deleting the position of Building Clerk as that position was eliminated in this budget year but was missed in the last ordinance.

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 salary ordinance to reflect the restructuring of the Emergency Management Department.

Sample Motion

Motion to approve Salary Ordinance # 9017.

ORDINANCE NO. 9017

An ordinance to amend Ordinance No. 8996 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 remove the classification and salary range for the position of Building Clerk; to add the classification and salary range for the position of Emergency Management Deputy Director; to add the classification and salary range for the position of Emergency Management Clerk; to remove the classification and salary range for the position of Communication Supervisor; to remove the classification and salary range for the position of Emergency Management Coordinator; to repeal Ordinance No. 8996, 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	1369.60 / 1927.78	Exempt
Accounting Technician – Solid Waste, Streets, WWTP	1018.28 / 1432.90	40 hrs/week
Administrative Assistant – Administration, Fire, Public Works, Utilities	1099.42 / 1547.94	40 hrs/week

Approved as to Form <input type="checkbox"/> _____ November 3, 2005 <input type="checkbox"/> City Attorney

ORDINANCE NO. 9017 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Administration Secretary	912.17 / 1283.10	40 hrs/week
Assistant to the City Administrator	1391.53 / 1959.06	Exempt
Assistant Public Works Director	1853.77 / 2608.12	Exempt
Assistant Utility Director – Administration	2470.20 / 3476.10	Exempt
Assistant Utility Director – PGS & PCC	2675.80 / 3765.59	Exempt
Attorney	1944.72 / 2736.52	Exempt
Audio-Video Technician	1273.30 / 1791.70	40 hrs/week
Biosolids Technician	1125.37 / 1584.14	40 hrs/week
Building Clerk	844.50 / 1188.10	40 hrs/week
Building Department Director	2216.99 / 3118.40	Exempt
Building Inspector	1305.13 / 1836.27	40 hrs/week
Building Secretary	912.17 / 1283.10	40 hrs/week
Cemetery Superintendent	1364.25 / 1920.65	Exempt
City Administrator	3587.13 / 5048.15	Exempt
City Attorney	2590.22 / 3645.50	Exempt
City Clerk	1356.44 / 1908.86	Exempt
Civil Engineering Manager – Public Works Engineering	1843.96 / 2595.64	Exempt
Civil Engineering Manager – Utility, PCC	2028.07 / 2855.25	Exempt
Collection System Supervisor	1322.34 / 1860.90	40 hrs/week
Communications Specialist/EMD	945.87 / 1334.23	40 hrs/week
Communications Supervisor	1208.72 / 1700.76	Exempt
Community Development Administrator	1125.95 / 1584.35	Exempt
Community Service Officer – Police Department	826.58 / 1162.73	40 hrs/week
Custodian	798.05 / 1126.18	40 hrs/week
Development Specialist	1125.95 / 1584.35	Exempt
Electric Distribution Superintendent	2110.04 / 2968.60	Exempt
Electric Distribution Supervisor	1782.62 / 2507.48	40 hrs/week
Electric Underground Superintendent	1879.02 / 2643.91	Exempt
Electrical Engineer I	1659.39 / 2336.16	Exempt
Electrical Engineer II	1923.32 / 2707.10	Exempt
Electrical Inspector	1305.13 / 1836.27	40 hrs/week
<u>Emergency Management Clerk</u>	<u>844.50 / 1188.10</u>	<u>40 hrs/week</u>

ORDINANCE NO. 9017 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Emergency Management Coordinator	984.40 / 1384.76	40 hrs/week
<u>Emergency Management Deputy Director</u>	<u>1348.40 / 1897.42</u>	<u>Exempt</u>
Emergency Management Director	1919.04 / 2700.30	Exempt
EMS Division Chief	1780.80 / 2505.67	Exempt
Engineering Technician Supervisor	1448.06 / 2038.35	Exempt
Equipment Operator, Solid Waste	1072.32 / 1510.14	40 hrs/week
Equipment Operator, WWTP	1061.70 / 1495.19	40 hrs/week
Finance Director	2581.36 / 3632.53	Exempt
Finance Secretary	912.17 / 1283.10	40 hrs/week
Fire Chief	2351.89 / 3308.60	Exempt
Fire Operations Division Chief	1780.80 / 2505.67	Exempt
Fire Prevention Division Chief	1780.80 / 2505.67	Exempt
Fire Training Division Chief	1780.80 / 2505.67	Exempt
Fleet Services Superintendent	1459.66 / 2055.29	Exempt
Fleet Services Supervisor	1216.19 / 1711.46	40 hrs/week
Golf Course Superintendent	1699.29 / 2391.18	Exempt
Grounds Management Crew Chief	1274.19 / 1793.14	40 hrs/week
Human Resources Director	2269.26 / 3191.91	Exempt
Human Resources Specialist	1211.46 / 1704.40	40 hrs/week
Information Technology Manager	1934.66 / 2722.10	Exempt
Information Technology Supervisor	1623.16 / 2284.30	Exempt
Legal Assistant	1303.62 / 1835.04	40 hrs/week
Legal Secretary	979.06 / 1379.41	40 hrs/week
Librarian I	1193.05 / 1678.11	Exempt
Librarian II	1312.53 / 1846.64	Exempt
Library Assistant I	822.11 / 1156.50	40 hrs/week
Library Assistant II	906.82 / 1275.98	40 hrs/week
Library Assistant Director	1511.37 / 2126.62	Exempt
Library Clerk	689.08 / 970.90	40 hrs/week
Library Director	2045.49 / 2879.26	Exempt
Library Page	521.50 / 734.02	40 hrs/week
Library Secretary	912.17 / 1283.10	40 hrs/week
Maintenance Mechanic I	1045.02 / 1474.30	40 hrs/week

ORDINANCE NO. 9017 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Maintenance Mechanic II	1173.26 / 1650.74	40 hrs/week
Maintenance Worker I – Solid Waste	931.79 / 1312.53	40 hrs/week
Maintenance Worker I – Building, Golf, Library	957.65 / 1347.30	40 hrs/week
Maintenance Worker I – WWTP	976.80 / 1374.26	40 hrs/week
Maintenance Worker II – Solid Waste	981.72 / 1382.08	40 hrs/week
Maintenance Worker II – Building, Golf	1008.48 / 1422.21	40 hrs/week
Maintenance Worker II – WWTP	1028.64 / 1450.66	40 hrs/week
Meter Reading Supervisor	1240.53 / 1747.04	Exempt
Office Manager – Police Department	1113.70 / 1567.54	40 hrs/week
Parking Monitor	553.72 / 780.02	40 hrs/week
Parks and Recreation Director	2313.52 / 3254.04	Exempt
Parks and Recreation Secretary	912.17 / 1283.10	40 hrs/week
Parks Maintenance Superintendent	1543.47 / 2171.20	Exempt
Payroll Specialist	1187.70 / 1670.98	40 hrs/week
Planning Director	2293.95 / 3227.25	Exempt
Planning Secretary	912.17 / 1283.10	40 hrs/week
Planning Technician	1279.54 / 1800.26	40 hrs/week
Plans Examiner	1305.13 / 1836.27	40 hrs/week
Plumbing Inspector	1305.13 / 1836.27	40 hrs/week
Police Captain	1780.80 / 2505.67	Exempt
Police Chief	2463.23 / 3467.24	Exempt
Police Records Clerk	847.97 / 1193.94	40 hrs/week
Power Plant Maintenance Supervisor	1870.00 / 2630.40	Exempt
Power Plant Operations Supervisor	1964.45 / 2763.97	Exempt
Power Plant Superintendent – Burdick	2102.90 / 2959.17	Exempt
Power Plant Superintendent – PGS	2424.32 / 3409.89	Exempt
Public Information Officer	1211.46 / 1704.40	Exempt
Public Safety Secretary	1007.58 / 1421.32	40 hrs/week
Public Works Director	2591.29 / 3646.50	Exempt
Purchasing Technician	912.17 / 1283.10	40 hrs/week
Recreation Superintendent	1456.11 / 2048.19	Exempt
Regulatory and Environmental Specialist	1870.00 / 2630.40	Exempt
Senior Accountant	1546.69 / 2175.80	Exempt

ORDINANCE NO. 9017 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Senior Communications Specialist/EMD	1022.38 / 1438.07	40 hrs/week
Senior Electrical Engineer	2105.76 / 2962.83	Exempt
Engineering Technician	1279.54 / 1800.26	40 hrs/week
Senior Equipment Operator, Solid Waste	1125.95 / 1584.34	40 hrs/week
Senior Equipment Operator, WWTP	1103.88 / 1553.28	40 hrs/week
Senior Maintenance Worker	1134.74 / 1597.24	40 hrs/week
Senior Utility Secretary	914.86 / 1290.24	40 hrs/week
Shooting Range Superintendent	1456.11 / 2048.19	Exempt
Solid Waste Division Clerk	820.37 / 1154.15	40 hrs/week
Solid Waste Superintendent	1662.06 / 2338.84	Exempt
Stormwater Technician	1279.54 / 1800.26	40 hrs/week
Street Superintendent	1609.81 / 2267.38	Exempt
Street Supervisor	1277.84 / 1797.17	40 hrs/week
Turf Management Specialist	1279.54 / 1800.26	40 hrs/week
Utility Director	3522.84 / 4955.64	Exempt
Utility Production Engineer	2161.95 / 3042.57	Exempt
Utility Secretary	912.17 / 1283.10	40 hrs/week
Utility Services Manager	1744.31 / 2454.65	Exempt
Utility Warehouse Supervisor	1382.46 / 1944.42	40 hrs/week
Victim Assistance Unit Coordinator	847.97 / 1193.94	40 hrs/week
Wastewater Clerk	820.37 / 1154.15	40 hrs/week
Wastewater Engineering/Operations Superintendent	1843.96 / 2595.64	Exempt
Wastewater Plant Maintenance Supervisor	1357.11 / 1909.95	40 hrs/week
Wastewater Plant Operator I	952.30 / 1340.17	40 hrs/week
Wastewater Plant Operator II	1064.52 / 1498.93	40 hrs/week
Wastewater Plant Process Supervisor	1390.11 / 1957.21	40 hrs/week
Wastewater Plant Senior Operator	1125.37 / 1584.14	40 hrs/week
Water Superintendent	1680.50 / 2363.86	Exempt
Water Supervisor	1432.87 / 2017.93	40 hrs/week
Worker / Seasonal	412.00 / 1600.00	Exempt
Worker / Temporary	412.00	40 hrs/week

ORDINANCE NO. 9017 (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	955.79 / 1344.08	40 hrs/week
Fleet Services Attendant/Clerk	868.90 / 1225.50	40 hrs/week
Fleet Services Inventory Specialist	953.08 / 1341.37	40 hrs/week
Fleet Services Mechanic	1090.30 / 1533.46	40 hrs/week
Horticulturist	1009.20 / 1421.91	40 hrs/week
Maintenance Worker – Cemetery	948.55 / 1335.03	40 hrs/week
Maintenance Worker – Parks	942.22 / 1326.88	40 hrs/week
Maintenance Worker – Streets	922.30 / 1297.92	40 hrs/week
Senior Equipment Operator – Streets	1047.21 / 1474.42	40 hrs/week
Senior Maintenance Worker – Parks	1047.21 / 1474.42	40 hrs/week
Senior Maintenance Worker – Streets	1047.21 / 1474.42	40 hrs/week
Traffic Signal Technician	1047.21 / 1474.42	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	892.75 / 1258.32	40 hrs/week

ORDINANCE NO. 9017 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Computer Programmer	1399.61 / 1968.27	40 hrs/week
Computer Technician	1091.82 / 1535.95	40 hrs/week
Custodian	832.70 / 1171.78	40 hrs/week
Electric Distribution Crew Chief	1622.13 / 2281.74	40 hrs/week
Electric Underground Crew Chief	1622.13 / 2281.74	40 hrs/week
Engineering Technician I	1146.99 / 1613.74	40 hrs/week
Engineering Technician II	1397.56 / 1967.44	40 hrs/week
GIS Technician	1506.10 / 2118.50	40 hrs/week
Instrument Technician	1662.75 / 2339.14	40 hrs/week
Lineworker Apprentice	1147.94 / 1615.06	40 hrs/week
Lineworker First Class	1470.25 / 2068.05	40 hrs/week
Materials Handler	1398.71 / 1967.38	40 hrs/week
Meter Reader	942.19 / 1326.31	40 hrs/week
Meter Technician	1175.94 / 1654.45	40 hrs/week
Power Dispatcher I	1621.64 / 2280.86	40 hrs/week
Power Dispatcher II	1703.24 / 2395.84	40 hrs/week
Power Plant Maintenance Mechanic	1470.25 / 2068.05	40 hrs/week
Power Plant Operator	1544.42 / 2172.26	40 hrs/week
Senior Accounting Clerk	937.78 / 1321.02	40 hrs/week
Senior Engineering Technician	1506.10 / 2118.50	40 hrs/week
Senior Materials Handler	1544.42 / 2172.26	40 hrs/week
Senior Meter Reader	1014.60 / 1426.10	40 hrs/week
Senior Power Dispatcher	1879.39 / 2643.39	40 hrs/week
Senior Power Plant Operator	1704.26 / 2397.43	40 hrs/week
Senior Substation Technician	1662.75 / 2339.14	40 hrs/week
Senior Water Maintenance Worker	1266.40 / 1782.00	40 hrs/week
Substation Technician	1544.42 / 2172.26	40 hrs/week
Systems Technician	1662.75 / 2339.14	40 hrs/week
Tree Trim Crew Chief	1470.25 / 2068.05	40 hrs/week
Utilities Electrician	1544.42 / 2172.26	40 hrs/week
Utility Technician	1622.13 / 2281.74	40 hrs/week
Utility Warehouse Clerk	1040.21 / 1464.06	40 hrs/week
Water Maintenance Worker	1118.95 / 1574.86	40 hrs/week

ORDINANCE NO. 9017 (Cont.)

Classification	Bi-Weekly Pay Range Min/Max	Overtime Eligibility
Wireworker I	1267.15 / 1782.84	40 hrs/week
Wireworker II	1470.25 / 2068.05	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	1196.33 / 1672.38	40 hrs/week
Police Sergeant	1469.01 / 2012.88	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	1472.52 / 2072.30	212 hrs/28 days
Firefighter / EMT	1131.42 / 1592.14	212 hrs/28 days
Firefighter / Paramedic	1276.52 / 1796.31	212 hrs/28 days

ORDINANCE NO. 9017 (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. 9017 (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. 9017 (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. 9017 (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 11. The salary adjustments identified herein shall be effective with the pay period beginning on November 28, 2005.

SECTION 11. Ordinance No. 8996 and all other ordinances and parts of ordinances in conflict herewith be, and the same are, hereby repealed.

SECTION 12. 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: November 8, 2005.

Jay Vavricek, Mayor

Attest:

RaNae Edwards, City Clerk