

ORDINANCE NO. 2267

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING AN AMENDMENT OF THE FY 14 GENERAL FUND BUDGET TO ADJUST POSITION GRADE ASSIGNMENTS.

WHEREAS, the City engaged Evergreen Solutions to consult with the City in order to determine appropriate pay grades assigned to positions; and

WHEREAS, the Human Resource department used the study and collaborated with department heads in order to assign the appropriate grade to positions; and

WHEREAS, the positions which required a new grade are detailed in the schedule attached herein.

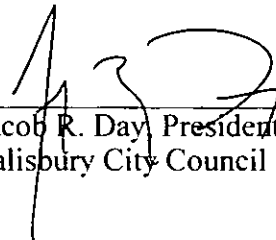
NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND THAT THE City's Fiscal Year 2014 General Fund Budget be and hereby is amended to include the position grade assignments detailed in the following pages effective on January 11, 2014.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this 28th day of October 2013, and thereafter, a statement of the substance of the Ordinance having been published as required by law, was finally passed by the Council on the 12th day of November, 2013.

ATTEST:



Kimberly R. Nichols, City Clerk



Jacob R. Day, President
Salisbury City Council

APPROVED BY ME THIS 13th day of Nov, 2013.



James Ireton, Jr., Mayor

City of Salisbury



MARYLAND

JAMES IRETON, JR.
MAYOR

TOM STEVENSON
INTERIM CITY ADMINISTRATOR

Salisbury



2010

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KEITH A. CORDREY
DIRECTOR OF INTERNAL SERVICES

To: Tom Stevenson, Interim City Administrator
From: Keith Cordrey, Director of Internal Services
Date: October 16, 2013 *KAC*
Re: Reclassifications

Attached hereto is an ordinance that assigns new grade and steps to positions based on a study completed by Evergreen Solutions and the City's Human Resource Department.

There are related ordinances that address a revised pay plan and amending the budget under separate cover.

Please let me know if you have any questions.



City of Salisbury Pay Plan Classification Schedule Fiscal Year 2014

Grade	Job Title	Department	Minimum	Maximum
1	Cashier	Internal Services—Finance	\$20,780	\$33,423
	Custodian	Police: Non-Sworn		
	Office Associate I			
	Parking Maintenance Worker			
2	Public Service Officer	Internal Services – Procurement Police: Non-Sworn	\$22,235	\$35,763
	Account Clerk I	Internal Services—Finance	\$22,442	\$36,097
	Assistant Plant Mechanic	Public Works – WWTP		
	Cashier	Internal Services - Finance		
	Carpenter Assistant	Public Works		
	Meter Technician I	Public Works – WTP		
	Motor Equipment Operator I	Public Works		
	Nuisance Officer	Neighborhood Services & Code Compliance		
	Office Associate II	Internal Services – Finance, Public Works, Fire,		
	Painter	Public Works		
	Parking Enforcement Officer	Internal Services – Procurement		
	Plans/Permits Processor	Neighborhood Services & Code Compliance		
	Records Clerk	Police: Non-Sworn		
	Sign and Pavement Marking Technician I	Public Works – Traffic		
	Supply Records Clerk	Public Works		
Survey Technician I	Public Works			
Utility Technician I	Public Works—W&S-Branch			
			\$24,013	\$38,623

<p>5</p>	<p>Account Clerk II Administrative Support Technician Animal Control Officer Assistant Sanitation Supervisor Auto Mechanic III Crew Leader Education Technician Lab Technician Motor Equipment Operator III Motor Equipment Operator IV Payroll/Fixed Assets Clerk Police Communications Officer I Quality Control Sample Technician Utility Technician II Utility Technician III Wastewater Treatment Plant Operator II Zookeeper II Zookeeper III</p>	<p>Internal Services – Finance Comm. Development Police: Non-Sworn Public Works Public Works – Fleet Maintenance Public Works – Streets Public Works – Zoo Public Works - WWTP Public Works Public Works Internal Services – Finance Police: Non-Sworn Public Works – WTP Public Works – W&S Branch Public Works – W&S Branch Public Works – WWTP Public Works - ZOO Public Works – Zoo</p>	<p>\$28,272 \$30,251</p>	<p>\$45,474 \$48,657</p>
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<p>6</p>	<p>Account Clerk II Accounts Payable Administrative Records Clerk CAD Drafter Carpenter Supervisor Chief Account Clerk Chief Administrative Records Clerk Code Enforcement Officer Electrician Executive Office Associate Horticulturalist Human Resources Associate Network Technician Materials Manager Motor Equipment Operator IV Motor Equipment Operator V Office Manager Parking Supervisor Recycling Supervisor Sanitation Supervisor Senior Buyer Utility Technician III Veterinary Technician Water Meter Reader II Water Treatment Plant Operator I WWTP Operator I WWTP Mechanic Wastewater Treatment Plant Operator III Zookeeper III Zookeeper IV</p>	<p>Internal Services – Finance NSSC Public Works - Engineering Public Works Internal Services – Finance, Public Works - Zoo Police: Non-Sworn Neighborhood Services & Code Compliance Public Works – Traffic Mayor's Office Public Works – Parks Mayor's Office - HR Information Technology Public Works Public Works Public Works – WWTP Public Works, Police, Fire, NSSC</p> <p>Internal Services – Procurement Public Works – WTP Public Works – Sanitation Internal Services – Procurement Public Works – W&S Branch Public Works – Zoo Public Works – W&S Branch Public Works – WTP Public Works - WWTP Public Works - WWTP Public Works – WWTP Public Works - Zoo Public Works – Zoo</p>	<p>\$30,533 \$32,670</p>	<p>\$49,110 \$52,548</p>
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	WWTP Operator III Water Plant Maintenance Operator WWTP Shift Supervisor	Public Works - WWTP Public Works – WTP Public Works - WWTP		
9	Assistant W&S Superintendent BioSolids Manager Construction Inspection Supervisor Education Curator Human Resources Manager Maintenance Supervisor Network Administrator Plans Examiner Police Communications Officer III Pretreatment Coordinator/Supervisor WWTP Operator IV	Public Works – W&S Public Works - WWTP Public Works Public Works – Zoo Mayor's Office Public Works – WWTP IT BPI Police Public Works - WWTP Public Works – WWTP	\$38,463 \$41,155	\$61,865 \$66,196
10	Accountant Asst. Superintendent – WWTP Business Development Specialist Chief Operator WWTP Deputy Operations Division Chief Financial Analyst Housing Supervisor Project Manager Quartermaster Safe Streets Coordinator Sanitation Superintendent Traffic Systems Manager WTP Assistant Superintendent Zoo Curator	Internal Services - Finance Public Works – WWTP Business Development Public Works - WWTP Public Works – Water Division Internal Services – Finance Neighborhood Services & Code Compliance Public Works – Engineering Police Non-Sworn Police Public Works – Sanitation Public Works – Traffic Public Works – WTP Public Works – Zoo	\$41,539 \$44,447	\$66,813 \$71,490

11	Assistant Director of Internal Services - Finance City Clerk Surveyor Director, Community Development Manager, Technical Support Project Engineer W&S Superintendent Zoning Administrator	Internal Services - Finance Office of the City Clerk Public Works Community Development Public Works Public Works Public Works - Water Division Building Permits & Inspections	\$44,863 \$48,003	\$72,159 \$77,210
12	Assistant City Administrator Assistant Director of Internal Services - Finance Assistant Director of Internal Services - Procurement Assistant Superintendent - WWTP Deputy Director - Operations Director, Community Development WTP Superintendent W&S Superintendent	Mayor's Office Internal Services - Finance Internal Services - Procurement Public Works WWTP Public Works - Operations Division Community Development Public Works - Water Treatment Plant Public Works - W&S Division	\$48,452 \$51,844	\$77,932 \$83,387
13	Assistant Director of Internal Services - Finance Assistant Director of Internal Services - Procurement Supervisory Civil Engineer WWTP Superintendent Zoo Director	Internal Services - Finance Internal Services - Procurement Public Works Public Works - WWTP Public Works - Zoo	\$52,328 \$55,991	\$84,16 \$90,058
14	Director, Building Permits & Inspections Director, Information Technology Director, NSCC Water Division Chief WWTP Superintendent	Building Permits & Inspections Information Technology Neighborhood Services & Code Compliance Public Works - Water Division Public Works - WWTP	\$56,514 \$60,470	\$80,899 \$97,262
15	Director, Information Technology Assistant City Administrator Deputy Director - Engineering Fire Chief	Information Technology Mayor's Office Public Works Fire	\$61,036 \$65,309	\$98,173 \$105,045

16	Chief of Police Director, Internal Services	Police Internal Services	\$65,918 \$70,532	\$106,025 \$113,447
17	Director, Public Works	Public Works	\$71,191 \$76,174	\$114,506 \$122,522
18	City Administrator	Mayor's Office	\$76,887 \$82,269	\$123,668 \$132,325