Memorandum

To: Members of Common Council

From: Chlo Davie, Director of Human Resources

Date: 08/23/07

Re: 2008 Public Safety Salary Ordinance

The following is a summary of changes for the 2008 Public Safety Salary Ordinance. (Please follow along with the provided redline and clean copies.)

Change all applicable dates throughout the document to 2008. Under SECTION 9: change the second sentence to read "Such salary ordinances have a duration of one year and thus, with the exception of the 2007 salary ordinances, have expired."

FIRE COMMAND APPROVED SUPPLEMENTAL FRINGE BENEFITS

- Change Hazardous Duty/Technical Pay/Specialty Pay from \$1,323.10 to \$1370.05 (page R 3, C 3).
- Added "including the Internal Affairs Officer" and "and receive the same percentage pay increases" (page R 3, C 3).

SECTION 3:

PUBLIC SAFETY ADMINISTRATION

Add title Director of Public Safety (H, Director) (page R 4, C 4).

PUBLIC SAFETY ACADEMY

- Add title Finance & Marketing Manager (G, Manager) (page R 4, C 4).
- Add title Manager of Training & Curriculum (G, Manager) (page R 4, C 4).
- Add title Maintenance Supervisor (F, Supervisor) (page R 4, C 4).
- Add title Administrative Assistant (A, Administrative (page R 4, C 4).

POLICE DEPARTMENT

Police Civilians

- Delete title Executive Secretary (A, Administrative) (page R 5, C 5).
- Add title Forensic Scientist (E, Professional) (page R 5, C 5).

Animal Control

 Change title of Humane Education Specialist (E, Professional) to Community Relations and Education Specialist (E, Professional) (page R 6, C 6).

Communications and Information Services

- Delete title Training Coordinator (E, Professional) (page R 7, C 7).
- Add title Supervisor of Training (F, Supervisor) (page R 7, C 7).

FIRE DEPARTMENT

Fire Civilians

Change title of Fiscal Manager (G, Manager) to Director of Finance and Facilities (H, Director) (page R 7, C 7).

PART TIME/SEASONAL TEMPORARY POSITIONS

POLICE DEPARTMENT

- Delete title Citizen Contact Officer (M, Regular Part-Time Professional) (page R 8, C 8).
- Delete title Community Service Officer/College Incentive Program (J, Part-Time/Seasonal) (page R 8, C 8).
- Delete title Project Director (M, Regular Part-Time Professional) (page R 9, C 8).
- Delete title Mentoring Manager (M, Regular Part-Time Professional) (page R 9, C 8).
- Delete title Executive Secretary (L, Regular Part-Time) (page R 9, C 8).

Neighborhood Code Enforcement

- Delete title Resident Nuisance Abatement Officer (J, Part Time/Seasonal) (page R 9, C 9).
- Delete title Weed Control Coordinator (J, Part Time/Seasonal) (page R 9, C 9).

SPECIAL ORDINANCE NO. S-____

AN ORDINANCE fixing the salaries of all members of the Division of Public Safety of the City of Fort Wayne, Indiana for the year 2008.

WHEREAS, the Mayor and Common Council of the City of Fort Wayne, Indiana have, according to the powers outlined in IC 36-8-3-3-(d), assigned to all members of the Police and Fire Departments of the City of Fort Wayne a Job Category under the City Classification System established by Bill No. R-96-09-04 Resolution No. R-52-96 as subsequently modified and improved, which categories should accurately reflect the duties and responsibilities of said employees, and

WHEREAS, the Mayor of the City of Fort Wayne has recommended a maximum salary level for each job category in a systematic way, and

WHEREAS, the Common Council must assure that salaries reflect the duties and responsibilities assigned to each employee, and to be certain that such salaries are fair and equitable, and

WHEREAS, the funds of such salaries are to be provided by the 2008 City Budget operating funds and other sources as may be specified by the Common Council.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. That all members of the Police and Fire Departments of the City of Fort Wayne, shall be classified by the letters, job titles and job categories herein designated, and that no changes be made in any job category without the specific approval of the Common Council except for those brought about by collective bargaining with authorized representatives of City employees in accordance with the existing collective bargaining agreements.

SECTION 2. That the following grid of salaries is fixed and authorized as the grid for approved job categories. It shall be the City's policy that no employee shall be paid below their job category and it will not be exceeded, except for approved shift differentials, approved longevity pay, approved overtime pay, approved technical skill pay, approved educational bonus, approved clothing allowance.

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A

PART HEREOF IN ITS ENTIRETY

The grid, as reflected on Exhibit "A" is an attempt to maintain an orderly, consistent and competitive pay policy that includes a "bonus" program for superior performance and a "Grid System" that represents the actual market range for the Non-Union positions within City Government and it's Utilities. Actual adjustments in salaries within amounts fixed herein by Council will result from 1) Any general increase to the Grid shall only occur should the actual market

range for a category increases considerably and/or 2) Progression to a level specified in an approved collective bargaining agreement between the City of Fort Wayne and a recognized bargaining unit.

A. That the following fringe benefits are hereby approved for the year 2008 for the employees in the Fire Command:

FIRE COMMAND APPROVED SUPPLEMENTAL FRINGE BENEFITS

- Hazardous Duty/Technical Pay/Speciality Pay \$1370.05
- Educational Bonus \$450/yr
(Associate Degree or higher - Fire Science Technology)
- Clothing Allowance \$1,500.00/yr

That all Fire Command, including the Internal Affairs Officer, shall have the same longevity, disability, survivors benefits, retirement health insurance benefits, sick leave, personal leave, holiday leave, bereavement pay and vacation leave rights and receive the same percentage pay increases as provided to members of the Fire Department covered by a collective bargaining agreement.

B. That the following fringe benefits are hereby approved for the year 2008 for the employees in the Police Command:

POLICE COMMAND APPROVED SUPPLEMENTAL FRINGE BENEFITS

Educational Bonus	FOP PBA	
- Associate Degree	\$ 450/yr	\$ 450/yr
- Bachelor's Degree	\$ 900/yr	\$ 900/yr
- Master's Degree	\$1,300/yr	\$1,400/yr
- Doctorate Degree	N/A	\$1,900/yr
- Clothing Allowance	\$1,700/yr	\$1,700/yr

- C. That all Police Command shall be eligible for any additional benefits afforded the Fraternal Order of Police.
- D. That all Police Command, Captains and above, shall receive the same percentage pay increases as afforded the Fraternal Order of Police.

SECTION 3. The following is a true and complete listing of all members of the Police and Fire Departments of the City of Fort Wayne salaried non-bargaining unit positions by Department, Position, Title, and job category. It does not include those positions which are specified as part of a bargaining unit having a written economic agreement with the City negotiated by the City Attorney and approved by Common Council.

LETTER JOB CATEGORY

JOB/TITLE/POSITION

PUBLIC SAFETY ADMINISTRATION

Executive Director of Public Safety

HOMELAND SECURITY

I Executive Director of Homeland Security

H Director Metropolitan Medical Response

System Coordinator

PUBLIC SAFETY ACADEMY

I Executive Director of Public Safety

Academy

G Manager Finance & Marketing Manager

Manager of Training &

Curriculum

F Supervisor Maintenance Supervisor

A Administrative Administrative Assistant

POLICE DEPARTMENT

G

POLICE CIVILIANS

H Director Director of Finance & Facilities

A Administrative Administrative Assistant

H Director Director Victim's Assistance

G Manager Crime Laboratory Manager

G Manager Research and Grants Manager

B Paraprofessional Police Athletic League

(PAL) Coordinator

B Paraprofessional Civilian Coordinator/Crime

Stoppers

B Paraprofessional Civilian Property/

Evidence Specialist

D Technician Crime Analyst

B Paraprofessional Drug House Ordinance

Coordinator

E Professional Sr. Victim's Advocate

E Professional Victim Advocate

D Technician Crime Lab Technician

E Professional Forensic Scientist

D Technician Detective Bureau Desk Person

D Technician Sr. Crime Analyst

F Supervisor Supervisor of Property

Room Operations

POLICE COMMAND

H Director Assistant Chief of Police

I Executive Chief of Police

G Manager Deputy Chief

F Supervisor Captain

ANIMAL CONTROL

F Supervisor Animal Care Supervisor

H Director Director of Animal Care and Control

F Supervisor Enforcement Supervisor

E Professional Community Relations and Education Specialist

F Supervisor Office Supervisor
E Professional Volunteer Coordinator

F Supervisor Lead Officer

COMMUNICATIONS AND INFORMATION SERVICES

A Administrative Assistant

H Director Director Of Communications and Information Services

C Dispatchers Dispatcher

D Technician Electronics / Radio Installer

D Technician Two-Way Radio / Electronics / Technician

F Supervisor Operations Supervisor
F Supervisor Supervisor of Records
D Technician Records Technician

DTechnicianSenior Records TechnicianDTechnicianQuality Assurance TechnicianFSupervisorShift Supervisor of DispatchersFSupervisorSupervisor of Radio ShopFSupervisorSupervisor of Training

NEIGHBORHOOD CODE ENFORCEMENT

F Supervisor Customer Relations Supervisor

B Paraprofessional Legal Assistant

A Administrative Assistant

F Supervisor Staff Accountant Supervisor

F Supervisor Field Supervisor

FIRE DEPARTMENT

FIRE CIVILIANS

A Administrative Executive Secretary

G Manager Building Maintenance Manager

E Professional Medical Instructor
G Manager Shop Manager

H Director Director of Finance and Facilities

Internal Affairs Officer G Manager G Manager Director Public Information Ε Professional **EMS Director** Α Administrative Administrative Assistant Ε Professional System Administrator **FIRE COMMAND** I Executive Fire Chief Н Director **Deputy Chief** G **Assistant Chief** Manager **WEIGHTS AND MEASURES** G Manager Weights & Measures Inspector PART TIME/SEASONALTEMPORARY POSITIONS **POLICE DEPARTMENT** L Regular Part Time **Adult Guards** Regular Part Time Civilian Property Manager L Regular Part Time Community Service L Officer/Retired Officer Program Part Time/Seasonal Intern/Temporary Part Time/Seasonal Victim Assistance Intern Regular Part Time Victim's Advocate Regular Part Time Professional M Regular Part Time Investigation Division General Assistant L ı Regular Part Time Administrative Assistant **ANIMAL CONTROL** Part Time/Seasonal Kennel Attendant J Regular Part Time Humane Education Assistant (partially Grant Funded) Part Time/Seasonal Intern/Seasonal L Regular Part Time Adoption Assistant Regular Part Time Administrative Assistant (Grant Funded) **Enforcement Assistant** L Regular Part Time Regular Part Time Kennel Attendant L Regular Part Time Professional

COMMUNICATIONS AND INFORMATION SERVICES

Regular Part Time

Regular Part Time

L

Electronics / Radio Installer

Dispatcher

NEIGHBORHOOD CODE ENFORCEMENT

J Part Time/Seasonal Intern/Seasonal

J Part Time/Seasonal Weed Program Inspector

FIRE DEPARTMENT

L Regular Part Time Survive Alive Teaching Asst.

L Regular Part Time Survive Alive Yard and

Bldg. Maintenance

M Regular Part Time Professional

WEIGHTS AND MEASURES

J Part Time/Seasonal Intern/Seasonal

SECTION 4. Police and Fire employees, as indicated herein, participate in Collective Bargaining with the City for economic conditions. Pursuant to State Statute such economic conditions must be approved by Common Council. Such economic conditions include, but are not limited to, base pay and monetary fringe benefits. These matters will be negotiated by and between the City and the appropriate bargaining unit for the year 2008. Upon conclusion of such negotiations, the appropriate Ordinances shall be submitted to the Common Council for approval.

Employees covered by recognized bargaining unit representatives (Unions) will receive a salary established by the Collective Bargaining process as long as this pay does not exceed the table of maximum salaries authorized in Section 2, above.

SECTION 5. In addition to the compensation for positions listed herein, the City shall contribute 3% of employees' salary to the Public Employees Retirement Fund (PERF) except for those positions which are commonly referred to as Police and Fire Command.

SECTION 6. From and after the first day of January, 2008, all members of the Police and Fire Departments of the City of Fort Wayne will be paid according to this, the above and following provisions of this ordinance, subject to budgetary limitations, collective bargaining agreements, future changes or amendments enacted by Common Council.

SECTION 7. That civilian employees in the Police and Fire Departments subject to this Ordinance will conform to the Official City Human Resources Policies and Procedures relating to hiring, pay, and other related practices, approved by the Mayor and administered by the City's Human Resources Department.

SECTION 8. If any section, clause, sentence, paragraph or part or provisions of this Ordinance be found invalid or void by a court of competent jurisdiction, it shall be conclusively presumed that this ordinance would have passed by the Common Council without such invalid section, clauses, paragraph, part or provisions, and the remaining parts of the Ordinance will remain in effect.

SECTION 9. The Municipal Code of the City of Fort Wayne references, in codification form, salary ordinances previously adopted by the City Council for past years. Such salary ordinances have a duration of one year and thus, with the exception of the 2007 salary ordinance, have expired. However, to avoid confusion, it is hereby stated that commencing January 1, 2008, any conflict between the terms and conditions hereof and any previous ordinance shall be resolved in favor of this ordinance.

SECTION 10. Two copies of all attachments and Exhibits referred to in this Ordinance shall be kept on file with the City Clerk of Fort Wayne for the purpose of public inspection.

SECTION 11. This ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

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_	Council Member
APPROVED AS TO FORM A	AND LEGALITY
Tim Manges, City Attorney	

Memorandum

To: Members of Common Council

From: Chlo Davie, Director of Human Resources

Date: 08/23/07

Re: 2008 Civil City and City Utilities Salary Ordinance

The following is a summary of changes for the 2008 Civil City and City Utilities Salary Ordinance. (Please follow along with the provided redline and clean copies.)

Change all applicable dates throughout the document to 2008. Under SECTION 12: change the second sentence to read "Such salary ordinances have a duration of one year and thus, with the exception of the 2007 salary ordinances, have expired."

SECTION 3:

CITY CLERK'S OFFICE

 Change title of Research Assistant (E, Professional) to Legislative Affairs Administrator (E, Professional) (page R 2, C 2).

CITY UTILITIES

Account Services Group

• Add title System Administrator (E, Professional) (page R 3, C 2).

COMMUNITY DEVELOPMENT

Community Development Administration

• Add title Director of Finance (H, Director) (page R 3, C 3).

FINANCE AND ADMINISTRATION

- Add title Deputy Director (G, Director) (page R 4, C 4).
- Add title Financial Analyst (F, Supervisor) (page R 4, C 4).

Purchasing Services

- Delete title Buyer/Information Management (A, Administrative) (page R 4, C 4).
- Change title of Executive Clerical Assistant (A, Administrative) to Information Specialist/Support (A, Administrative) (page R 4, C 4).

Human Resources

- Move from the division of Mayor's Office (page R 5, C 5).
- Delete title Human Resources Generalist (E, Professional) (page R 5, C 5).
- Add title Staffing and Recruitment Manager (G, Manager) (page R 5, C 5).
- Delete title Professional Development and Quality Enhancement Specialist (B, Paraprofessional) (page R 5, C 5).

- Change title of Human Resources Receptionist/Encoder (A, Administrative) to Administrative Assistant (A, Administrative) (page R 5, C 5).
- Change title of Benefits Specialist (B, Paraprofessional) to Benefits and Wellness Specialist (B, Paraprofessional) (page R 5, C 5).

Information Systems

Move from the division of the Mayor's Office (page R 5, C 5).

MAYOR'S OFFICE

Mayor's Office

- Add title Executive Assistant (E, Professional) (page R 5, C 5).
- Move Mayor's Area Advocate (E, Professional) titles from Neighborhood/Citizen's Advocate department (page R 5, C 5).

Neighborhood/Citizen's Advocate

Delete department (page R 5, C 5).

Metro Human Relations Commission

- Delete title Chief Investigator (E, Professional) (page R 6, C 5).
- Delete title Education and Outreach Specialist (E, Professional) (page R 6, C 5).
- Delete title System Administrator (B, Paraprofessional) (page R 6, C 5).
- Add title Legal Council (E, Professional) (page R 6, C 5).

PARKS AND RECREATION

- Change title of Associate Director (H, Director) to Director of Finance and Administration (page R 6, C
 6).
- Add title Outdoor Recreation Coordinator (E, Professional) (page R 6, C 6).
- Add title Facility Maintenance Coordinator (E Professional) (page R 6, C 6).
- Change title of PMS Technician to Pavement Management Technician (D, Technician) (page R 7, C 7).

PART-TIME/SEASONAL/TEMPORARY POSITIONS

CITY CLERK'S OFFICE

Add title Research Assistant (L, Regular Part-Time) (page R 7, C 7).

FINANCE AND ADMINISTRATION

Move Human Resources Department from the Mayor's Office (page R 9, C 8).

MAYOR'S OFFICE

Neighborhood Citizen's Advocate

• Delete department (page R 9, C 9).

PARKS AND RECREATION

- Add title Basketball Site Supervisor (K, Part-Time/Seasonal) (page R 9, C 9).
- Delete title Building and Grounds Staff (K, Part-Time/Seasonal) (page R 9, C 9).
- Delete title Building Supervisor/McMillen Ice (K, Part-Time/Seasonal) (page R 9, C 9).
- Change title of Clerical Staff/Office Assistant (K, Part-Time/Seasonal to Clerical (K, Part-Time/Seasonal) (page R 9, C 9).

- Change title of Day Camp Assistant Supervisor (K, Part-Time/Seasonal to Camp Assistant Supervisor (K, Part-Time/Seasonal) (page R 9, C 9).
- Change title of Day Camp Counselors (K, Part-Time/Seasonal to Camp Counselors (K, Part-Time/Seasonal) (page R 9, C 9).
- Change title of Day Camp Supervisor (K, Part-Time/Seasonal to Camp Supervisor (K, Part-Time/Seasonal) (page R 9, C 9).
- Delete title Eco Adventure Camp Supervisor (K, Part-Time/Seasonal) (page R 9, C 9).
- Delete title Eco Adventure Camp Counselor (K, Part-Time/Seasonal) (page R 9, C 9).
- Change title of Eco Adventure Camp Before/After Care (K, Part-Time/Seasonal) to Camp Before/After Care (K, Part-Time/Seasonal) (page R 9, C 9).
- Delete title Forestry Staff (K, Part-Time/Seasonal) (page R 9, C 9).
- Delete title Golf Range Picker (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Hockey Program Director (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Horticulture Staff (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Johnny Appleseed Campground Supervisor (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Junior Golf Director (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Landscape Staff (K, Part-Time/Seasonal) (page R 10, C 9).
- Change title of Lindenwood Supervisor (K, Part-Time/Seasonal) to Supervisor/Naturalist (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Playground Area Supervisor (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Playground/Role Model Coordinator (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Pre-School Leaders (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Pre-School Program Supervisors (K, Part-Time/Seasonal) (page R 10, C 9).
- Change title of Pre-School/Staff (K, Part-Time/Seasonal) to Pre-School/Youth Staff (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Recreation Center Staff (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Recreation Specialist (Summer Only) (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Salomon Farm Camp Staff (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Salomon Farm Camp Supervisor (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Sports Coordinator (K, Part-Time/Seasonal) (page R 10, C 9).
- Change title of Sports Instructor Preschool/Sports Specialist (K, Part-Time/Seasonal) to Preschool/Youth Sports Coordinator (K, Part-Time/Seasonal) (page R 10, C 9).
- Delete title Sports Supervisor/Site Supervisor (K, Part-Time/Seasonal) (page R 10, C 10).
- Delete title Sports Supervisor/Site Supervisor (K, Part-Time/Seasonal) (page R 10, C 10).
- Delete title Tennis Staff (K. Part-Time/Seasonal) (page R 10, C 10).
- Delete title Volleyball Coordinator (K, Part-Time/Seasonal) (page R 10, C 10).
- Delete title Volleyball Instructors (K, Part-Time/Seasonal) (page R 10, C 10).
- Delete title Zoo Attendant (K, Part-Time/Seasonal) (page R 10, C 10).
- Delete title Zoo Staff (K, Part-Time/Seasonal) (page R 10, C 10).
- Delete title Zoo Supervisors (K, Part-Time/Seasonal) (page R 10, C 10).
- Delete title Computer Data Entry/Office Assistant (L, Regular Part-Time) (page R 11, C 10).
- Delete title Office Specialist (L, Regular Part-Time) (page R 11, C 10).
- Delete title Marketing Intern (L, Regular Part-Time) (page R 11, C 10).

PUBLIC WORKS

Traffic Engineering

Add title Clerical (L, Regular Part-Time) (page R 11, C 10).

AN ORDINANCE fixing the salaries of each and every appointed officer, employee, deputy assistant, departmental and institutional head of the Civil City and City Utilities of the City of Fort Wayne, Indiana for the year 2008

WHEREAS, the Mayor and the Common Council of the City of Fort Wayne, Indiana, have according to the powers outlined in IC 36-4-7-3 and IC 36-8-3-3(d) assigned to each employee of the Civil City of Fort Wayne and of City Utilities of Fort Wayne a Job Class under the City Classification System established by Resolution No. R-52-96, which Job Class should accurately reflect the duties and responsibilities of said employees, and

WHEREAS, the Mayor of the City of Fort Wayne has recommended a maximum salary level for each Job Class should accurately reflect the duties and responsibilities of said employees, and

WHEREAS, the Clerk of the City of Fort Wayne, the Park Department Board and the Metropolitan Human Relations Commission have recommended Job Class designations for positions within their respective jurisdictions, and

WHEREAS, the Common Council must assure that salaries reflect the duties and responsibilities assigned to each employee, and to be certain that such salaries are fair and equitable and

WHEREAS, the funds of such salaries are to be provided for the 2008 City Budget and from City Utilities operating funds and other sources as may be specified by Common Council.

NOW THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. That all employees of the Civil City of Fort Wayne and of City Utilities, shall be classified by the departments and titles and Job Class herein designated, and that no changes be made in any Job Class without the specific approval of the Common Council except for those brought about by collective bargaining with authorized representatives of City or Utilities employees in accordance with the existing collective bargaining agreements.

SECTION 2. That the following Grid is hereby fixed and authorized as a scale for approved Job Class. It shall be the City's policy that no employee shall be paid below the minimum and the maximum will not be exceeded, except for approved shift differentials, approved longevity pay, approved overtime pay, approved technical skill pay, approved clothing allowance, approved previously accrued vacation payoff, sick time, FLSA earned compensatory time, approved car allowance or approved productivity and gain sharing bonuses.

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF IN ITS ENTIRETY

This Grid, as reflected on Exhibit "A", is an attempt to maintain an orderly, consistent and competitive pay policy that includes a "bonus" program for superior performance and a "Grid System" that

represents the actual market range for the Non-Union positions within City Government and its Utilities. Actual adjustments in salaries within amounts fixed herein by Council will result from

- Any general increase to the Grid shall only occur should the actual market range for a Job Class increase considerably and/or
- 2. Progression to a level specified in an approved collective bargaining agreement between the City of Fort Wayne and a recognized bargaining unit.

SECTION 3. The following is a true and complete listing of all Civil City and City Utilities salaried non-bargaining unit positions by Department, Position Title, and Job Class. It does not include those positions which are specified as part of a bargaining unit having a written economic agreement with the City or Utilities negotiated by the Director of Human Resources and approved by the Common Council.

GRID CLASSIFICATION TITLE

CITY CLERK'S OFFICE

В

F	Supervisor	Assistant Chief Deputy
F	Supervisor	Deputy Clerk
Und	lassified-not to exceed \$41,105	Council Attorney
F	Supervisor	Parking Control Supervisor
Α	Administrative	Receptionist/Clerk
Ε	Professional	Legislative Affairs Administrator
Α	Administrative	Violations Bureau Specialist

Violations Court Administrator

CITY UTILITIES

Financial Services Group

Paraprofessional

E	Professional	Accountant
Α	Administrative	Administrative Assistant
Α	Administrative	Bookkeeper
Α	Administrative	Executive Secretary
G	Manager	Manager
F	Supervisor	Supervisor
Ε	Professional	System Administrator

Maintenance Operations Group

Α	Administrative	Accountant/Bookkeeper
Α	Administrative	Administrative Assistant
Α	Administrative	Executive Secretary
G	Manager	Program Manager
Н	Director	Superintendent
F	Supervisor	Supervisor

Treatment Operations Group

Α	Administrative	Accountant/Bookkeeper
Α	Administrative	Administrative Assistant
E	Professional	Chief Chemist
Α	Administrative	Executive Secretary
G	Manager	Program Manager
Н	Director	Superintendent

SALARY 14

F Supervisor Supervisor

A Administrative Lead Gatekeeper

Utility Administration

Α Administrative Administrative Assistant Н Director City Utilities Controller Н Director Associate City Attorney Α Administrative **Executive Secretary** Ε Professional **Public Information Officer** G Manager **Utility Services Manager**

Water Resources Group

A Administrative Administrative Assistant
H Director Associate Dir. For Engineering

A Administrative Executive Secretary
H Director Manager of Engineering
G Manager Program Manager
G Manager Assistant Manager

E Professional Water Quality Regulatory Compliance

Specialist

Administrative Assistant

COMMUNITY DEVELOPMENT

Α

Community Development Administration

E Professional Community Development Specialist
G Manager Community Development Administrator
I Executive Director Community Development Division

E Professional Financial Accountant

H Director Deputy Director of Community Development

G Manager Community Development Manager

H DirectorH DirectorDirector of PlanningH DirectorDirector of Finance

Office of Housing and Neighborhood Services (OHNS)

A Administrative Assistant

G Manager Community Development Manager
G Manager Community Development Administrator
E Professional Community Development Specialist

Redevelopment

Administrative

A Administrative Assistant

G Manager Community Development Administrator
G Manager Community Development Manager

H Director Director of Redevelopment

E Professional Community Development Specialist

FINANCE AND ADMINISTRATION

A Administrative Accounting Clerk/Receptionist

G Manager Accounting Manager

A Administrative Assistant

H Director Deputy Controller SALARY 15

1	Executive	City Controller
Е	Professional	Financial Accountant
E	Professional	Senior Financial Accountant
F	Supervisor	Accounting Supervisor
G	Director	Deputy Director
F	Supervisor	Financial Analyst
	Payroll Services	
Ε	Professional	Payroll Accountant
G	Manager	Payroll Manager
E	Professional	Payroll Practitioner
	Property Management	
G	Manager	Property Manager
Α	Administrative	Administrative Assistant
	Purchasing Services	
F	Supervisor	Purchasing Supervisor
В	Paraprofessional	Senior Buyer
В	Paraprofessional	Bid Specialist/Buyer
Α	Administrative	Buyer/Information Management
Н	Director	Director of Purchasing Services
Α	Administrative	Information Specialist/Support
Α	Administrative	Administrative Assistant
	Risk Management	
Α	Administrative	Administrative Assistant
В	Paraprofessional	Risk Management Specialist
G	Manager	Risk Manager
E	Professional	Safety Claims/Investigator
	Human Resources	
1	Executive	Director of Human Resources
G	Manager	Labor Relations Manager
G	Manager	Professional Development and
		Quality Enhancement Manager
Е	Professional	Professional Development and
		Quality Enhancement Coordinator
Е	Professional	Staffing and Recruitment Coordinator
G	Manager	Staffing and Recruitment Manager
В	Paraprofessional	Staffing and Recruitment Specialist
Α	Administrative	Administrative Assistant
G	Manager	Benefits and Employee Communications
		Manager
В	Paraprofessional	Benefits and Wellness Specialist
	Information Systems	
I	Executive	Chief Technology Officer/Chief Information C
E	Professional	Webmaster/Graphic Designer/PIO Officer
E	Professional	iTeam Coordinator SALARY 16
		SALART 10

MAYOR'S OFFICE

Internal Audit

H Director Director of Internal Audit

E Professional Staff Auditor

Law Department

H Director Associate City Attorney

I Executive City Attorney

A Administrative Legal Research/ Administrative Assistant

Mayor's Office

A Administrative Assistant

I Executive Deputy Mayor
A Administrative Receptionist

E Professional Executive Assistant
 E Professional City Services Specialist
 E Professional Mayor's Area Advocate

Public Information

H Director Director of Public Information
E Professional Public Information Officer

METRO HUMAN RELATIONS COMMISSION

A Administrative Administrative Assistant
H Director Executive Director
A Administrative Executive Secretary

E Professional InvestigatorE Professional Legal Council

PARKS AND RECREATION

A Administrative Assistant F Supervisor Assistant Supervisor

H Director Director of Finance & Administration

H Director Deputy Director

I Executive Director of Parks and Recreation Unclassified Golf Course Pro/Manager

F Supervisor Golf Green Superintendent

E Professional Assistant Golf Green Superintendent

G Manager Manager

E Professional Program Facility CoordinatorD Technician Project Management Technician

HDirectorSuperintendentFSupervisorSupervisor

A Administrative Support Specialist
G Manager Landscape Architect

E Professional Outdoor Recreation CoordinatorE Professional Facility Maintenance Coordinator

PUBLIC WORKS

Transportation Administration and Support

A Administrative Assistant

H Director Director of Transportation Administration &

Support

G Manager Right of Way Permit Engineer

Fleet Management Dept.

H Director Superintendent
 D Technician Fleet System Analyst
 A Administrative Administrative Assistant

Flood Control

G Manager Flood Control Manager
A Administrative Assistant
G Manager Flood Maintenance Manager

Public Works Administration

A Administrative Assistant

I Executive Associate Director of Public Works and

Utilities

B Paraprofessional Clerk to Board

I Executive Director of Public Works and Utilities

E Professional Barrett Law Accountant
 E Professional Compliance Administrator
 E Professional Compliance Officer
 A Administrative Executive Secretary
 G Manager Greenway Manager

Energy & Environmental Services

H Director Director of Energy & Environmental

Services

G Manager Program Manager

Street Department

A Administrative Assistant

F Supervisor Assistant Street Commissioner

A Administrative Bookkeeper

H Director Director of Transportation/ Operations

F Supervisor General Foreman

Street Light Operations

F Supervisor Supervisor of Street Lighting Warehouse

F Supervisor Lighting Foreman

Traffic Engineering

H Director Traffic Engineer

F Supervisor Supervisor of Traffic Operations
F Supervisor Infrastructure Supervisor
F Supervisor Sign and Marking Foreman
F Supervisor Sign and Marking Supervisor

F Supervisor Signal Foreman

H Director Director of Traffic OperationsA Administrative Administrative Assistant

Transportation Engineering Services

H Director City Engineer

H Director Assistant City Engineer

G Manager of Transportation Engineering

Services

D Technician Pavement Management Technician

PART-TIME/SEASONAL/TEMPORARY POSITIONS

DIVISION/DEPARTMENT

CITY CLERK'S OFFICE

JPart-Time/Seasonal/TempIntern/SeasonalLRegular Part-TimeReceptionist/ClerkLRegular Part-TimeResearch Assistant

M Regular Part-Time Professional

CITY UTILITIES

Financial Services Group

JPart Time/SeasonalIntern /SeasonalLRegular Part TimeBookkeeper/Data EntryLRegular Part TimeCustomer Relations Rep

L Regular Part Time Customer Relations Representative/Cashier

M Regular Part Time Professional

Maintenance Operations Group

J Part Time/Seasonal Intern/Seasonal

Treatment Operation Group

J Part Time/Seasonal Gatekeeper
J Part Time/Seasonal Intern/Seasonal

Utility Administration

J Part Time/Seasonal Clerk/Summer Intern

J Part Time/Seasonal Intern/Seasonal Special Projects
 L Regular Part Time Public Information Executive Secretary

M Regular Part Time Professional

Water Resources Group

J Part Time/Seasonal Intern/Seasonal

COMMUNITY DEVELOPMENT

Community Development Administration

J Part-Time/Seasonal Intern/Seasonal
L Regular Part-Time Bookkeeper

M Regular Part Time Professional

Redevelopment SALARY 19

J Part-Time/Seasonal Intern/Seasonal

Office of Housing and Neighborhood Services (OHNS)

J Part-Time/Seasonal Intern/Seasonal

FINANCE AND ADMINISTRATION

J Part Time/Seasonal Finance & Administration Intern/Seasonal

Payroll Services

J Part-Time/Seasonal Intern/Seasonal

M Regular Part Time Professional

Property Management

J Part-Time/Seasonal Intern/Seasonal

Purchasing Services

J Part-Time/Seasonal Intern/Seasonal

Risk Management

J Part-Time/Seasonal Intern/Seasonal

Human Resources

J Part-Time/Seasonal Intern/Seasonal

MAYOR'S OFFICE

J Part-Time/Seasonal Intern/Seasonal

Internal Audit

J Part-Time/Seasonal Intern/Seasonal/Staff Auditor

M Regular Part Time Professional

Law Dept

J Part-Time/Seasonal Intern/Seasonal

Public Information

J Part-Time/Seasonal Executive Secretary (Part-time) Public Information Offic

J Part-Time/Seasonal Intern/Seasonal

METRO HUMAN RELATIONS COMMISSION

J Part-Time/Seasonal Intern/Seasonal/Assistant Investigator

PARKS AND RECREATION

K Part-Time/Seasonal Asst. Golf Pro/Manager
 K Part-Time/Seasonal Aquatic Center Manager
 K Part-Time/Seasonal Aquatics Supervisor
 K Part-Time/Seasonal Basketball Staff

K Part-Time/Seasonal Basketball Program CoordinatorK Part-Time/Seasonal Basketball Site Supervisor

K Part-Time/Seasonal Clerical

K Part-Time/Seasonal Camp Assistant Supervisor

K Part-Time/Seasonal
 K Part-Time/Seasonal
 Camp Counselors
 Camp Supervisor

SALARY 20

K	Part-Time/Seasonal	Camp Before/After Care
K	Part-Time/Seasonal	Foellinger Theatre Assistant Supervisor
K	Part-Time/Seasonal	Foellinger Theatre Supervisor
K	Part-Time/Seasonal	Golf Course Assistant Greens Superintendent
K	Part-Time/Seasonal	Golf Course Cashiers/Starters
K	Part-Time/Seasonal	Golf Course Maintenance
K	Part-Time/Seasonal	Hurshtown Attendant
K	Part-Time/Seasonal	Hurshtown Supervisor
K	Part-Time/Seasonal	Ice Arena Attendant
K	Part-Time/Seasonal	Ice Arena Building Supervisor
K	Part-Time/Seasonal	Ice Arena Staff
K	Part-Time/Seasonal	Intern/Seasonal
K	Part-Time/Seasonal	Learn to Swim Instructor
K	Part-Time/Seasonal	Life-guards/Substitute Lifeguards
K	Part Time/Seasonal	Lindenwood Staff
K	Part Time/Seasonal	Supervisor/Naturalist
K	Part-Time/Seasonal	Maintenance
K	Part-Time/Seasonal	Naturalist
K	Part-Time/Seasonal	Outdoor Education Coordinator
K	Part-Time/Seasonal	Playground Leaders
K	Part-Time/Seasonal	Playground Staff
K	Part-Time/Seasonal	Playground Supervisor
K	Part-Time/Seasonal	Pool Staff (non-certified)
K	Part-Time/Seasonal	Pool – Head Lifeguard
K	Part-Time/Seasonal	Pre-School/Youth Staff
K	Part-Time/Seasonal	Recreation Center Leaders
K	Part-Time/Seasonal	Recreation Site Supervisors
K	Part-Time/Seasonal	Special Events Coordinator
K	Part-Time/Seasonal	Preschool/Youth Sports Coordinator
K	Part-Time/Seasonal	Tennis Instructors
K	Part-Time/Seasonal	Tennis Program Coordinator
K	Part-Time/Seasonal	Theatre Attendant
K	Part-Time/Seasonal	Theatre Technician
K	Part-Time/Seasonal	Weekend/Evening Receptionist/Host(ess)
L	Regular Part-Time	Clerical
L	Regular Part-Time	Foellinger Theatre Manager
L	Regular Part-Time	Recreation Specialist – Year Round
M	Regular Part Time Professional	
L	Regular Part-Time	Intern
L	Regular Part-Time	Ice Arena Attendant
	D . D . T	D " 1 1

Recreation Leader

Weekend/Evening Receptionist Host(ess)

PUBLIC WORKS

L

L

Transportation Administration and Support

J Part-Time/Seasonal Intern/Seasonal

M Regular Part Time Professional

Regular Part-Time

Regular Part-Time

Fleet Management

J Part-Time/Seasonal Intern/Seasonal

J	Part-Time/Seasonal	Intern/Seasonal

Public Works Administration

- J Part-Time/Seasonal Intern/Seasonal
- M Regular Part Time Professional

Energy & Environmental Services

J Part-Time/Seasonal Intern/Seasonal
J Part-Time/Seasonal Leaf Pick-up Laborer

Street Department

J Part-Time/Seasonal Intern/Seasonal
J Part-Time/Seasonal Leaf Pick-up Laborer

Street Light Operations

J Part-Time/Seasonal Intern/Seasonal

Traffic Engineering

JPart-Time/SeasonalSign Division Helper (Summer Intern)JPart-Time/SeasonalSignal Division Helper (Summer Intern)JPart-Time/SeasonalTraffic Counter (Summer Intern/Seasonal)

L Regular Part-Time Clerical

Transportation Engineering Services

J Part-Time/Seasonal Clerical Aide (Intern)
J Part-Time/Seasonal Intern/Seasonal

J Part-Time/Seasonal Seasonal Field Employee
J Part-Time/Seasonal Seasonal Office Employee

SECTION. 4. Pursuant to State Statute economic conditions must be approved by the Common Council. Such economic conditions include, but are not limited to, base pay and monetary fringe benefits. These matters will be negotiated by and between the City and the appropriate bargaining unit for the year 2008. Upon conclusion of such negotiations the appropriate Ordinances shall be submitted to the Common Council for approval.

SECTION. 5. Moving Expenses for new employees that fall under Grid Classes D, E, F, G, H, and I moving into Allen County may be reimbursed up to a maximum of \$5,000 with the approval of the Human Resources Director. The new employee shall pay for all expenses up front and will present receipts for reimbursement. If the new employee leaves the employment of the City of Fort Wayne within a three year period of time, they will pay back the original cost of the move.

SECTION 6. In addition to the compensation for positions listed herein the City shall contribute 3% of employees' salary to the Public Employees Retirement Fund (PERF).

SECTION 7. That, in addition to the compensation provided for herein: The City of Fort Wayne Law Department shall receive not more than \$6,500 for services performed in connection with the operations of the municipally owned utilities pursuant to I.C. 36-4-74 which additional compensation shall be paid from the revenues of the appropriate utility or function. The City of Fort Wayne Law Department shall also receive an additional sum not to exceed \$13,000 for services provided in connection with the City Self-Insurance Program involving matters not in litigation.

That, in addition, the following legal services are recognized as extraordinary services and shall entitle the City of Fort Wayne Law Department performing such services to charge respective departments additional compensation at the rate of 120% of the hourly compensation of the classified City Attorney or Associate City Attorney performing such services, or such other appropriate compensation as determined by the Board of Public Works:

- A.) Bond issues and related financial matters, including Bond issues related to the Economic Development Commission where the fees for said issues is paid by the Bond applicant.
- B.) Annexation litigation following the filing of a remonstrance.
- Condemnation litigation following the filing of exceptions to the appraisers' report.
- D.) All matters relating to defense of claims against the Fort Wayne Police

 Department following the filing of a complaint.
- E.) All matters involving a challenge to the constitutionality of any act or omission by the City or one of its employees following the filing of a complaint in court.
- F.) All matters relating to intervention in utility rate cases following the filing of a petition of a petition to intervene, or other appearances before the Indiana Utility Regulatory Commission (I.U.R.C.).
- G.) All matters relating to litigation where the amount in controversy exceeds \$50,000, following the filing of a complaint in court.
- H.) All matters relating to litigation where any recovery against the City or its employees would be paid from the City's Self-Insurance Fund.
- I.) All matters involving collective bargaining arbitration.
- J.) Matters relating to the Fort Wayne Redevelopment Commission covered by a separate contract.

Any and all payments to be made hereunder for extraordinary services shall be subject to the final approval by the City Controller. Nothing in this agreement shall prevent the use of other attorneys or firms to perform extraordinary services, subject, however, to the provisions of I.C. 36-4-9-12.

SECTION 8. From and after the first day of January, 2008 all appointed officers, employees, deputies, assistants, departmental and institutional heads of the Civil City and City Utilities will be paid according to this, the above and following provisions of this ordinance, subject to budgetary limitations, collective bargaining agreements, future changes or amendments enacted by Common Council.

SECTION 9. Nothing in this Salary Ordinance shall limit the capacity of Utility Management at the Filtration Plant to participate in the Gain Sharing Plan under the Memorandum of Understanding approved by Common Council under Ordinance No. R-26-99.

SECTION 10. That all Departments subject to this Ordinance will conform to the Official City's Personnel Policies and Procedures relating to hiring, pay, and other related practices, approved by the Mayor and administered by the City's Human Resources Department.

SECTION 11. If any section, clause, sentence, paragraph or part or provisions of this Ordinance be found invalid or void by a Court of competent jurisdiction, it shall be

conclusively presumed that this ordinance would have passed by the Common Council without such invalid section, clauses, paragraph, part or provisions, and the remaining parts of the Ordinance will remain in effect.

SECTION 12. The Municipal Code of the City of Fort Wayne references, in codification form, salary ordinances previously adopted by the City Council for past years. Such salary ordinances have a duration of one year and thus, with the exception of the 2007 salary ordinances, have expired. Commencing January 1, 2008, any conflict between the terms and conditions hereof and any previous ordinance shall be resolved in favor of the most recently enacted ordinance.

SECTION 13. Two copies of all attachments and Exhibits referred to in this Ordinance shall be kept on file with the City Clerk of Fort Wayne for the purpose of public inspection.

SECTION 14. This ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

	Council Member
APPROVED AS TO FORM AND LEGALITY	
Timothy A. Manges, City Attorney	

2008 Grid Classifications

Regular Full Time Positions Class Thru Thru Min Mid Max 22,500 26,700 30,900 Α **Administrative** 30,901 34,763 ------38,625 38,626 ---43,183 47,741 В Para-Professional 26,500 31,446 36,393 ------36,394 40,942 45,491 45,492 50,860 56,228 С **Dispatchers** 25,000 31,813 38,625 38,626 45,836 53,045 30,000 35,600 41,200 D **Technican** 41,201 47,123 53,045 Е **Professional** 28,600 34,419 40,238 40,239 45,628 51,018 63,654 51,019 57,336 ------Supervisor 35,000 41,533 48,066 48,067 54,075 60,083 ------60,084 67,173 74,263 G Manager 39,000 46,280 53,560 ------60,256 53,561 66,950 66.951 74.851 82,750 Н **Director** 45,000 53,400 61,800 61,801 69,526 77,250 77,251 86,366 95.481 **Executive** 85,000 89,708 94,416 94,417 97,850 101,283 101,284 106,339 111,395

2008 Grid Classifications

Part-Time Positions

Class			Min	Thru	Mid	Thru	Max
J	Part-Time/Seasonal/Temp (not Park)	1	6.55		9.83		13.10
K	Park Dept Seasonal/Part-time *	Skill Level thru Specialized Positions	6.55		thru		13.00
L	Regular	1	7.9892		8.8207		9.9336
	Part Time	2	10.1322		11.1868		12.5982
		3	12.8501		14.1875		15.9775
M	Regular	1	16.2971		17.9934		20.2634
	Part Time	2	20.6687		22.8200		25.6990
	Professional	3	26.2129		28.9411		32.5925

^{*} Rate Schedule is set by the Board of Park Commissioners