City of Joplin

City Council Agenda Item

REQUESTED COUNCIL MEETING DATE: JULY 3, 2017

ITEM: COUNCIL BILL NO. 2017-512

Finance Director: Leslie Haase
Human Resources Director: Dave Allgood
City Attorney: Peter Edwards
City Manager: Sam Anselm

INTRODUCTION:
This Council Bill makes position changes within the Salary Administration Plan.

DISCUSSION:
With upcoming personnel changes, the City Manager is recommending proposed position changes to the Salary Administration Plan for staffing of the City Manager's office. The Salary Administration Plan proposed change is to add the Assistant to the City Manager position at Range 300 and delete the Executive Assistant/Secretary to the City Manager position at Range 170. The job description and pay range for this position is the same as when the position previously existed.

RECOMMENDATION:
City Staff recommends this Council Bill be approved on first reading.

CITY OF JOPLIN

EXHIBIT "A"-SALARY ADMINISTRATION PLAN

EFFECTIVE NOVEMBER 1, 2016

* - unclassified position according to city charter (E) - exempt according to FLSA

Range	Position	Hourly Min	Hourly Mid	Hourly Max	Annual Min	Annual Mid	Annual Max
100	Clerk Cook	$ 9.528	$ 11.677	$ 13.825	$ 19,818	$ 24,288	$ 28,756
110	Custodian Laborer I Utility Worker WIC Certifier	$ 10.504	$ 12.873	$ 15.242	$ 21,848	$ 26,776	$ 31,703
120	Airport Operations Worker Court Assistant I Transit Dispatcher Transit Driver I	$ 11.029	$ 13.517	$ 16.004	$ 22,940	$ 28,115	$ 33,288
130	Automotive Service Worker Laborer II Recreation Leader Senior Clerk Transit Driver II Wastewater Laboratory Assistant Wastewater Plant Utility Worker	$ 11.580	$ 14.193	$ 16.805	$ 24,086	$ 29,521	$ 34,954
140	Compliance Officer I Detention Officer Engineering Assistant Equipment Operator Human Resources Assistant Parks Caretaker Utility Locator	$ 12.159	$ 14.902	$ 17.645	$ 25,291	$ 30,996	$ 36,702

150	Animal Control Officer Court Assistant II CVB Tourism & Events Specialist Licensed Practical Nurse Parks Facilities Maintenance Technician Recreation Coordinator Traffic Markings and Sign Technician Transit Driver Supervisor	$ 12.768	$ 15.648	$ 18.527	$ 26,557	$ 32,548	$ 38,536
160	Accounting Specialist Airport Operations Supervisor Automotive Mechanic I Compliance Officer II Evidence Technician Firefighter Trainee Heavy Equipment Operator Human Resources/ Safety Specialist Legal Specialist Police Officer Trainee Public Safety Communications Operator Wastewater Plant Operator	$ 14.076 $ 10.0543	$ 17.251 $ 12.3222	$ 20.426 $ 14.5900	$ 29,278 $ 29,278	$ 35,882 $ 35,882	$ 42,486 $ 42,486
170	Assistant City Clerk Chief Wastewater Plant Operator Crime Analyst/Accreditation Coordinator (E) Engineering Technician Firefighter/EMT Jail Shift Supervisor Lead Cemetery Caretaker Lead Parks Caretaker Neighborhood Improvement Officer Police Officer I Traffic Signal Technician Wastewater Laboratory Technician	$ 14.781 $ 10.5571	$ 18.114 $ 12.9381	$ 21.447 $ 15.3191	$ 30,744 $ 30,742	$ 37,677 $ 37,676	$ 44,610 $ 44,609

180	Automotive Mechanic II Building Maintenance Technician Nutritionist I (E) Recycling Coordinator (E) Wastewater Plant Technician	$ 15.519	$ 19.019	$ 22.519		$ 32,280	$ 39,560	$ 46,840
190	Building Inspector Chief Wastewater Plant Operator II Construction Inspector Environmental Public Health Specialist I (E) Fire Driver/Engineer GIS Technician Police Officer II Property Negotiator/Appraiser	$ 16.295 $ 11.6395	$ 19.971 $ 14.2646	$ 23.646 $ 16.8896		$ 33,894 $ 33,894	$ 41,540 $ 41,539	$ 49,184 $ 49,183
200	Community Health Planner/Educator (E) Golf Course Maintenance Supervisor (E) Nutritionist II (E) Planner (E) Police Corporal Public Safety Communications Supervisor Utility Billing Supervisor Wastewater Pretreatment Technician	$ 17.109	$ 20.968	$ 24.827		$ 35,587	$ 43,613	$ 51,640
210	Building Maintenance Supervisor (E) Chief Wastewater Plant Technician Communications Technician Director of Sales/CVB (E) Environmental Public Health Specialist II (E) Fire Apparatus Fleet Manager IT Analyst Land Surveyor (E) Public Safety Communications Manager (E)	$ 17.965	$ 22.017	$ 26.069		$ 37,367	$ 45,795	$ 54,224

300	Assistant to the City Manager (E) Business Development Manager (E) Fleet Maintenance Supervisor (E) Golf Course Professional (E) Infrastructure Maintenance Supervisor (E) Plans Reviewer Wastewater Laboratory Supervisor Wastewater Pretreatment Inspector	$ 18.863	$ 23.648	$ 28.433	$ 39,235	$ 49,188	$ 59,141
310	Communications Technician Manager (E) Community Health Nurse (E) Emergency Management Coordinator (E) Fire Captain Fire Marshal (E) Jail Administrator (E) Police Sergeant Public Information Officer (E) Regional Response Planner (E) Senior Accountant (E) Transportation Coordinator (E) WIC Services Coordinator (E)	$ 19.807 $ 14.1476	$ 24.831 $ 17.7364	$ 29.855 $ 21.3251	$ 41,199 $ 41,198	$ 51,648 $ 51,648	$ 62,098 $ 62,099
320	* Assistant Director of Human Resources (E) Athletic Facilites Superintendent (E) Cemetery Superintendent (E) Financial Analyst (E) Medical Services Coordinator (E) Parks Maintenance Superintendent (E)	$ 20.797	$ 26.073	$ 31.348	$43,258	$54,232	$65,204
330	Airport Manager (E) * Assistant City Prosecutor (E) * City Clerk (E) Civil Engineer I (E) Fire Training Chief (E) * Municipal Court Administrator (E)	$ 21.837	$ 27.377	$ 32.916	$ 45,421	$ 56,944	$ 68,465

340	Battalion Chief (E)	$ 22.929	$ 28.745	$ 34.561	$ 47,692	$ 59,790	$ 71,887
	Capital Improvement Project Manager (E)	$ 16.3778	$ 20.5321	$ 24.6864	$ 47,692	$ 59,789	$ 71,887
	CDBG Project Manager (E)						
	Chief Building Official (E)						
	* City Prosecutor (E)						
	Infrastructure Superintendent (E)						
	Network Manager						
	Police Captain (E)						
	Wastewater Plant Superintendent (E)						
350	* Assistant City Attorney (E)	$ 24.075	$ 30.182	$ 36.289	$ 50,076	$ 62,779	$ 75,481
	* Assistant Director of Health & Env/Epid Coordinator (E)						
	* Assistant Director of Planning, Development and Neighborhood Services (E)						
	Civil Engineer II (E)						
	* CVB Director (E)						
360	* Assistant Director of Public Works/Operations (E)	$ 25.279	$ 31.692	$ 38.104	$ 52,580	$ 65,919	$ 79,256
	* Assistant Finance Director (E)						
	* Assistant Police Chief (E)						
	* Deputy Fire Chief (E)						
370	* Human Resources Director/Risk Mgmt (E)	$ 29.263	$ 36.687	$ 44.110	$ 60,867	$ 76,309	$ 91,749
380	* Assistant Director of Public Works/Engineering (E)	$ 30.727	$ 38.521	$ 46.315	$ 63,912	$ 80,124	$ 96,335
	* Community Health Director (E)						
	* Director of Planning, Development and Neighborhood Services (E)						
	* Parks & Recreation Director (E)						
390	* Director of Information Technology (E)	$ 32.263	$ 40.447	$ 48.630	$ 67,107	$ 84,130	$ 101,150
	* Finance Director (E)						
400	* Fire Chief (E)	$ 33.877	$ 42.470	$ 51.062	$ 70,464	$ 88,338	$ 106,209
	* Police Chief (E)						
410	* City Attorney (E)	$ 35.570	$ 44.593	$ 53.616	$ 73,986	$ 92,753	$ 111,521
	* Public Works Director (E)						

REGULAR Part-Time Hourly		Step 1- Hr	Step 2 - Hr.	Step 3- Hr.
530	Peer Counselor	$ 9.909	$ 10.305	$ 10.717
555	Interpreter/Translator	$ 10.466	$ 10.884	$ 11.320
570	Lead Peer Counselor	$ 11.886	$ 12.362	$ 12.857

SEASONAL Part -Time Hourly		Step 1- Hr.	Step 2 - Hr.	Step 3 - Hr.
500	Cashiers - Golf Course/ Athletic Complex	$ 8.498	$ 8.837	$ 9.191
502	Clerk	$ 8.923	$ 9.280	$ 9.651
505	Recreation Instructor	$ 9.347	$ 9.721	$ 10.111
520	Laborer	$ 9.721	$ 10.111	$ 10.515
540	School Crossing Guard	$ 10.111	$ 10.515	$ 10.936
555	Police Reserve Officer	$ 10.466	$ 10.884	$ 11.320
560	School Crossing Guard Coordinator	$ 10.936	$ 11.373	$ 11.829
570	Engineering Aid	$ 11.886	$ 12.362	$ 12.857
580	Court Bailiff	$ 15.450	$ 16.068	$ 16.711
600	Cashier - Pools Lifeguard	$ 8.498	$ 8.837	$ 9.191
610	Pool Operator	$ 9.721	$ 10.111	$ 10.515
620	Aquatic Supervisor Day Camp Director	$ 10.515	$ 10.936	$ 11.373

COUNCIL BILL NO. 2017-512 **ORDINANCE NO.**

AN ORDINANCE approving position changes to the Salary Administration Plan for the City of Joplin.

WHEREAS, the City Manager desires to make position changes within his department.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That the position of Assistant to the City Manager at pay Range 300 is hereby added to the Salary Administration Plan as set forth in Exhibit "A".

Section 2. That the position of Executive Assistant/Secretary to City Manager at pay Range 170 is hereby deleted from the Salary Administration Plan as set forth in Exhibit "A".

Section 3. That the City Manager of the City of Joplin, Missouri, is hereby authorized to establish these position changes in accordance with the attached, for and on behalf of the City of Joplin.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of

_____, 2017.

_____
Michael L. Seibert, Mayor

ATTEST:

_____
Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____
Peter C. Edwards, City Attorney