

**RESOLUTION APPROVING MERIT PAY FOR ELIGIBLE CITY EMPLOYEES,
AMENDING ARTICLE II OF THE CITY OF WINSTON-SALEM PERSONNEL
RESOLUTION REGARDING CHANGES TO THE PAY PLANS, AND AMENDING
ARTICLE III OF THE CITY OF WINSTON-SALEM PERSONNEL RESOLUTION
REGARDING A PAID PARENTAL LEAVE BENEFIT**

WHEREAS, eligible full-time and part-time City employees and temporary City employees certified for benefits are eligible for merit increase consideration after their annual June 30 performance evaluation; and

WHEREAS, for FY 2017-18, the Finance Committee has recommended merit pay adjustments based on performance for all eligible full-time and part-time City employees and temporary City employees certified for benefits according to the following performance ratings: 1.5% - Solid Performer rating, 2% - Strong Performer rating, 3% - Top Performer rating; and

WHEREAS, City staff hired a classification and compensation consultant to conduct a market pay study to assess whether the pay for city jobs is competitive with pay for comparable jobs in the market.

WHEREAS, the consultant studied 118 City labor/trades/crafts and police positions and determined that, on average, entry level rates of pay for City jobs are 7.96% behind the market; and

WHEREAS, the consultant recommends that: (1) the City adopt a new 15-grade pay plan, the Revised General Pay Plan, which more closely reflects the average market minimum, midpoint and maximum pay for the labor/trades/crafts positions studied; (2) the minimum hourly rate of pay for this new pay plan be set at \$11.25; (3) employees on this pay plan whose current salaries are below the proposed new pay plan minimum for their respective pay grades receive pay adjustments of at least 2% that bring those salaries to the new pay plan minimum; (4)

employees on this pay plan whose current salaries are above the proposed new pay plan minimum, but below the new pay plan maximum for their respective pay grades, receive a 2% pay adjustment to address compression resulting from increasing the pay plan minimums; (5) employees on this pay plan whose current pay is above the new pay plan maximum for their respective pay grades receive no adjustment for the implementation of the new pay plan; however, any person employed with the city as of the adoption of the aforementioned recommendations will receive merit pay adjustments to their base salary (corresponding with their performance ratings) even if the adjustment will result in their base salaries exceeding the maximum of their pay grade; and

WHEREAS, the consultant recommends that: (1) the Police Pay Plan be revised to include 10 pay grades which more closely reflect the average market minimum, midpoint and maximum pay for the positions studied: Police Officer Trainee, Police Officer, Police Detective, Police Corporal, Police Sergeant; (2) employees on this pay plan whose current salaries are below the proposed new pay plan minimum for their respective pay grades receive pay adjustments of at least 2% that bring those salaries to the new pay plan minimum; (3) employees on this pay plan whose current salaries are above the proposed new pay plan minimum, but below the new pay plan maximum for their respective pay grades, receive a 2% pay adjustment to address compression resulting from increasing the pay plan minimums; (4) employees on this pay plan whose current pay is above the new pay plan maximum for their respective pay grades receive no adjustment for the implementation of the new pay plan; however, any person employed with the city as of the adoption of the aforementioned recommendations will receive merit pay adjustments to their base salary (corresponding with their performance ratings) even if the adjustment will result in their base salaries exceeding the maximum of their pay grade; (5) employees on the

Police Pay Plan whose positions were not included in the study would receive a 2% pay adjustment to address compression resulting from the aforementioned pay adjustments; and

WHEREAS, the aforementioned merit, market pay, and compression adjustments will be implemented as in the following order: (1) adjust Revised General Pay Plan and Police Pay Plan employee salaries that are below the new pay plan minimums, by at least 2%, up to the new minimum; (2) adjust any General Pay Plan employee salaries that are below the \$11.25/hour rate of pay to \$11.25/hour; (3) adjust Revised General Pay Plan and Police Pay Plan employee salaries that are above the proposed new pay plan minimum but below the new pay plan maximum for their respective pay grades by 2% for compression; (4) adjust the salaries of all Police Pay Plan employees whose positions were not included in the study by 2% for compression; and (5) adjust all eligible City employee salaries for merit pay consistent with the amount that correlates with their performance appraisal rating; and

WHEREAS, the Human Resources staff periodically reviews job classifications, with the primary focus on evaluation to ensure positions are appropriately classified and compensated; and

WHEREAS, as a result of this review, it has been determined that there is a need to include additional classification titles that more accurately reflect work being performed and to differentiate the work from similar positions; and

WHEREAS, the Finance Committee has recommended that additional classification titles be added to the City's General Pay Plan; and

WHEREAS, the proposed addition of these classification titles does not result in pay adjustments for incumbents; and

WHEREAS, the Family Medical Leave Act, while providing job protection in a paid or unpaid status, does not address the lack of income experienced by many employees during the birth or placement of a child; and

WHEREAS, a paid parental leave benefit would enable the employees to care for and bond with a newborn or a newly adopted or newly placed child in a paid status for a period of six (6) weeks following the birth, adoption or placement of a child; and

WHEREAS, a paid parental leave benefit would be afforded employees in addition to accrued vacation and sick leave; and

WHEREAS, City staff recommends the implementation of a paid parental leave benefit.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Winston-Salem City Council, that for FY 2017-18, the above-described: (1) recommended implementation of a Revised General Pay Plan and associated pay adjustments: (2) recommended implementation of revisions to the Police Pay Plan and associated pay adjustments: (3) the implementation of an \$11.25/hour minimum rate of pay: and (4) the implementation of a paid parental leave benefit, are hereby approved and authorized for implementation in the manner set forth herein.

BE IT FURTHER RESOLVED that the following amendments to the Personnel Resolution are approved:

Section 1: Article II. Compensation, Sec. 30 General Policy-Pay is hereby amended to revise language associated with the inclusion of a fourth pay plan, the Revised General Pay Plan:

It is the policy of the City of Winston-Salem to provide employee compensation plans that are externally competitive and internally equitable. In order to maintain the competitiveness of the plans, the city manager from time to time will recommend to the city council adjustments in the pay bands. In addition to maintaining competitive compensation plans, individual employee's pay will be based to a large measure on job performance. In order to provide for the above, the city has developed ~~three (3)~~ four (4) distinct pay plans: General, Revised General, Police/Fire, and Flat Rate. The following information reflects the pay ranges and/or bands and administrative policies for each plan. All city council approved classifications are assigned to the appropriate pay plan by the city manager upon recommendation by the human resources

department. When the city council approves a pay plan adjustment(s) to a position classification/title, that adjustment(s) shall apply to the position classification/title regardless of the employment status (full-time, part-time, temporary or seasonal) associated with that position title/classification.

(a) *General Pay Plan.* This pay plan consists of nine (9) bands (Bands 1—9). All positions, except for sworn police and fire suppression and positions on the Revised General Pay Plan, are included in this pay plan. All classifications in the General Pay Plan are assigned to one (1) of the nine (9) bands. For each classification, the city manager and/or his designee will determine the market reference point (MRP). A competitive market range (CMR) of ninety (90) to one hundred ten (110) per cent of the MRP will be established for each classification in the General Pay Plan.

Section 2: Article II. Compensation, Sec. 30 General Policy-Pay (a) *General Pay Plan*, (11) *Pay bands and alphabetical listing of classifications assigned to pay plan* is hereby amended to update the number of positions assigned to each classification:

# Classifications	Band	Minimum	Maximum
10	9	\$85,500.00 <u>\$88,070.00</u>	\$170,790.00 <u>\$175,910.00</u>
36 <u>37</u>	8	\$49,590.00 <u>\$51,080.00</u>	\$148,870.00 <u>\$153,340.00</u>
130 <u>109</u>	7	\$40,000.00 <u>\$41,200.00</u>	\$117,670.00 <u>\$121,200.00</u>
140 <u>104</u>	6	\$34,020.00 <u>\$35,040.00</u>	\$87,560.00 <u>\$91,190.00</u>
140 <u>83</u>	5	\$25,970.00 <u>\$26,750.00</u>	\$69,130.00 <u>\$71,200.00</u>
63 <u>29</u>	4	\$21,200.00 <u>\$22,880</u>	\$54,770.00 <u>\$56,410.00</u>
36 <u>18</u>	3	\$21,200.00 <u>\$22,880</u>	\$44,100.00 <u>\$45,420.00</u>
146 <u>10</u>	2	\$21,200.00 <u>\$22,880</u>	\$35,710.00 <u>\$36,780.00</u>
0	1	N/A	N/A

Section 3: Article II. Compensation, Sec. 30 General Policy-Pay (a) *General Pay Plan*, (11) *Pay bands and alphabetical listing of classifications assigned to pay plan* is hereby amended to remove positions reassigned to the new Revised General pay plan:

CLASSIFICATION TITLE	BAND ASSIGNMENT
ACCOUNTING CLERK	3
ACCOUNTING SERVICES MANAGER	7
ACCOUNTING SUPERVISOR	7
ACCOUNTING TECHNICIAN	5
ADMINISTRATIVE ASSISTANT	5
ADMINISTRATIVE ASSISTANT TO CITY MANAGER	6
ADMINISTRATIVE CLERK	4
ADMINISTRATIVE COUNCIL CLERK	5
ADMINISTRATIVE INTERN	3
ADMINISTRATIVE SECRETARY	5
ADULT RECREATION PROGRAM SUPERVISOR	5
ASSISTANT CEMETERY CARETAKER	4
ASSISTANT CHEMIST	5
ASSISTANT CITY ATTORNEY	7
ASSISTANT CITY MANAGER	9
ASSISTANT COMPLEX DIRECTOR	7
ASSISTANT COMPLEX OPERATIONS SUPERVISOR	7

ASSISTANT CONTACT CENTER DIRECTOR	7
ASSISTANT CURBSIDE COLLECTION SUPERVISOR	5
ASSISTANT FACILITIES MANAGEMENT DIRECTOR	6
ASSISTANT FINANCIAL OFFICER	8
ASSISTANT FIRE CHIEF	8
ASSISTANT GOLF PROFESSIONAL	5
ASSISTANT HISTORIC PARKS SUPERVISOR	5
ASSISTANT INSPECTIONS DIRECTOR	7
ASSISTANT NEIGHBORHOOD SERVICES DIRECTOR	7
ASSISTANT PARKING CONTROL SUPERVISOR	5
ASSISTANT PLANNER	5
ASSISTANT PLANNING DIRECTOR	7
ASSISTANT POLICE CHIEF	8
ASSISTANT RECREATION CENTER SUPERVISOR	4
ASSISTANT RECREATION DIRECTOR	7
ASSISTANT STREETS DIRECTOR	7
ASSISTANT SOLID WASTE ADMINISTRATOR	7
ASSISTANT STORMWATER DIRECTOR	7
ASSISTANT TO THE CITY MANAGER	8
ASSISTANT TO FAIR DIRECTOR	6

ASSISTANT TO THE MAYOR	6
ASSISTANT TRAFFIC MAINTENANCE SUPERVISOR/MARK	5
ASSISTANT TRAFFIC MAINTENANCE SUPERVISOR/ SIGNAL	5
ASSISTANT TRANSPORTATION DIRECTOR	7
ASSISTANT UTILITIES PLANT MECHANIC	4
ASSISTANT UTILITIES PLANT SUPERINTENDENT	7
ASSOCIATE ENGINEERING TECHNICIAN	4
ASSOCIATE FLEET TECHNICIAN	4
AUXILIARY PROGRAMS COORDINATOR	7
BACKGROUND INVESTIGATOR	5
BENEFITS SPECIALIST	5
BOX OFFICE ASSISTANT	3
BOX OFFICE COORDINATOR	6
BUDGET/EVALUATION ANALYST	7
BUDGET/EVALUATION DIRECTOR	9
BUDGET/EVALUATION TECHNICIAN	5
BUILDING CONSTRUCTION SPECIALIST	6
BUILDING CONSTRUCTION ENGINEER	7
BUILDING INSPECTOR	6

BUILDING MAINTENANCE COORDINATOR	5
BUILDING MAINTENANCE MECHANIC	4
BUILDING MAINTENANCE SPECIALIST	4
BUILDING MAINTENANCE SUPERVISOR	6
BULK CONTAINER SUPERVISOR	5
BUSINESS LICENSE INSPECTOR	5
BUSINESS OFFICE COORDINATOR	6
BUYER	5
BUYER/CONSTRUCTION SPECIALIST	5
CAPITAL PROJECTS ENGINEER	7
CEMETERY SUPERVISOR	7
CENTRAL WAREHOUSE SUPERVISOR	5
CHEMIST	6
CHIEF BUILDING OFFICIAL	7
CHIEF FINANCIAL OFFICER	9
CHIEF INFORMATION OFFICER	9
CHIPPER OPERATOR	3
CITIZENS SERVICE COORDINATOR	4
CITY ENGINEER	8
CITY MANAGER'S OFFICE COORDINATOR	6

CITY REVENUE COLLECTOR	7
CITY SECRETARY	8
CITY SURVEYOR	7
CITY TREASURER	7
CITY/COUNTY PURCHASING DIRECTOR	7
CITY/COUNTY UTILITIES DIRECTOR	8
CIVIL ENGINEER	7
CIVIL ENGINEERING ADMINISTRATIVE MANAGER	7
CIVIL ENGINEERING COORDINATOR	7
CIVIL ENGINEERING SUPERVISOR	7
CLERK	2
CNA/MEDICAL OFFICE ASSISTANT	5
CODE ENFORCEMENT PROJECT SUPERVISOR	6
COLISEUM COMPLEX DIRECTOR	8
COLISEUM MAINTENANCE SUPERVISOR	5
COLLECTIONS SUPERVISOR	5
COMMUNICATIONS SYSTEMS ENGINEER	7
COMMUNITY AND BUSINESS DEVELOPMENT DIRECTOR	9
COMMUNITY ASSISTANCE DIRECTOR	8
COMMUNITY ASSISTANCE LIAISON	7

COMMUNITY EDUCATOR	5
COMMUNITY RELATIONS SPECIALIST	6
COMMUNITY SERVICE ADVISOR	5
COMPLEX FINANCE OFFICER	7>
COMPLEX MARKETING DIRECTOR	7
COMPLEX OPERATIONS SUPERVISOR	7
COMPUTER INFORMATION ANALYST	6
COMPUTER OPERATIONS COORDINATOR	5
CONCRETE FINISHER	4
CONSTRUCTION INSPECTIONS TRAINEE	5
CONSTRUCTION INSPECTOR	6
CONSTRUCTION INSPECTOR SUPERVISOR	6
CONSTRUCTION MANAGEMENT PROJECT SUPERVISOR	6
CONTACT CENTER DIRECTOR	7
CONTACT CENTER MANAGER	7
CONTACT CENTER SERVICE REPRESENTATIVE	5
CONTACT CENTER SERVICE REPRESENTATIVE TEAM LEAD	5
CONTACT CENTER TEAM LEAD/TRAINER	6
CRAFT SHOP COORDINATOR	4
CRAFT SHOP WORKER	2

CREW COORDINATOR	5
CREW LEADER	4
CRIME ANALYST	6
CRIME SCENE TECHNICIAN	5
CURBSIDE COLLECTIONS SUPERVISOR	5
CUSTODIAN	2
CUSTODIAN COORDINATOR	3
CUSTODIAN SUPERVISOR	4
CUSTOMER SERVICE CLERK	3
CUSTOMER SERVICE SUPERVISOR	5
DATA ENTRY OPERATOR	2
DATA TECHNICIAN	5
DEAD ANIMAL CONTROL WORKER	3
DEPUTY BUDGET DIRECTOR	7
DEPUTY CITY ATTORNEY	7
DEPUTY CITY MANAGER	9
DEPUTY CITY SECRETARY	6
DEPUTY DIRECTOR OF COMMUNITY AND BUSINESS DEVELOPMENT	8
DEPUTY DIRECTOR OF TRANSPORTATION	7
DEPUTY FINANCIAL OFFICER	8

DEPUTY FIRE CHIEF	8
DEPUTY FIRE MARSHAL	7
DEPUTY HUMAN RESOURCES DIRECTOR	7
DEPUTY INFORMATION SYSTEMS DIRECTOR	8
DEPUTY MARKETING AND COMMUNICATIONS DIRECTOR	7
DEPUTY PLANNING AND DEVELOPMENT SERVICES DIRECTOR	7
DEPUTY PLANNING DIRECTOR	8
DEPUTY PROPERTY AND FACILITIES MANAGEMENT DIRECTOR	7
DEPUTY UTILITIES DIRECTOR	8
DEVELOPMENT DIRECTOR	8
DIRECTOR OF TRANSPORTATION	8
DIRECTOR OFFICE OF THE MAYOR	7
DISTRICT RECREATION SUPERVISOR	6
DRIVEWAY INSPECTOR	5
DRYER TECHNICIAN	5
ECONOMIC DEVELOPMENT SPECIALIST	7
ELECTRICAL INSPECTOR	6
ELECTRICAL SPECIALIST	5
ELECTRICIAN	5
ELECTRICIAN, SENIOR	6

EMERGENCY MANAGEMENT COORDINATOR	6
EMERGENCY MANAGEMENT DIRECTOR	7
EMPLOYEE SAFETY ADMINISTRATOR	7
ENERGY MANAGEMENT COORDINATOR	6
ENGINEERING SUPERVISOR	7
ENGINEERING TECHNICIAN	5
ENVIRONMENTAL CONTROL OFFICER	4
ENVIRONMENTAL CONTROL SUPERVISOR	7
EQUIPMENT MAINTENANCE TECHNICIAN	5
EQUIPMENT MECHANIC, LIGHT	3
EQUIPMENT OPERATOR/HEAVY	4
EQUIPMENT OPERATOR HEAVY/SOLID WASTE	4
EQUIPMENT OPERATOR/LIGHT	3
EQUIPMENT OPERATOR/MEDIUM	3
EROSION CONTROL ENGINEER	6
EROSION CONTROL/FLOODPLAIN PROGRAM MANAGER	6
EROSION CONTROL INSPECTOR	5
EVENT SALES COORDINATOR	5
EVENT SERVICES DIRECTOR	6
EVENTS AND OPERATIONS COORDINATOR	5

EVENTS COORDINATOR	5
EVENTS MAINTENANCE LEADER	3
FACILITIES MANAGEMENT DIRECTOR	8
FACILITIES MANAGEMENT PROJECT COORDINATOR	6
FAIR DIRECTOR	8
FALSE ALARM COORDINATOR	5
FIELD ZONING INSPECTOR	5
FINANCIAL ANALYST	6
FINANCIAL CLERK	3
FINANCIAL TECHNICIAN	5
FIRE APPARATUS MAINTENANCE SUPERVISOR	6
FIRE APPARATUS MECHANIC	5
FIRE CHIEF	9
FIRE INVESTIGATOR	6
FIRE MARSHAL	8
FIRE PLANNING OFFICER	6
FIRE RECORDS SPECIALIST	5
FIREARMS AND TOOL MARK EXAMINER	6
FISCAL PROGRAM COORDINATOR	6
FISCAL PROGRAM TECHNICIAN	4

FLEET ATTENDANT	3
FLEET DATA TECHNICIAN	4
FLEET MAINTENANCE MANAGER	7
FLEET SERVICES SUPERVISOR	6
FORENSICS SERVICES DIVISION SUPERVISOR	6
FORENSIC SERVICES SQUAD SUPERVISOR	5
FORENSIC SERVICES TECHNICIAN	5
GANG INTERVENTION COORDINATOR	7
GENERAL SERVICES DIRECTOR	8
GEOGRAPHIC INFORMATION SYSTEM (GIS) COORDINATOR	7
GEOGRAPHIC INFORMATION SYSTEM (GIS) SPECIALIST	5
GEOGRAPHIC INFORMATION SYSTEM (GIS) MANAGER	7
GEOGRAPHIC INFORMATION SYSTEM (GIS) ADMINISTRATOR	7
GEOGRAPHIC INFORMATION SYSTEM (GIS) TECHNICIAN	6
GOLF COURSE MAINTENANCE SUPERVISOR	6
GOLF PROFESSIONAL	5
GRANTS ANALYST	6
GRAPHIC ARTIST	5
GRAPHIC DESIGN COORDINATOR	6
HEALTH SERVICES COORDINATOR	6

HISTORIC PARKS SUPERVISOR	6
HOUSING AND DEVELOPMENT DIRECTOR	8
HOUSING AND DEVELOPMENT PROGRAM COORDINATOR	6
HOUSING AND DEVELOPMENT PROGRAM SUPERVISOR	7
HOUSING INSPECTOR SUPERVISOR	7
HOUSING RECORDS COORDINATOR	4
HUMAN RELATIONS DIRECTOR	8
HUMAN RELATIONS OUTREACH SPECIALIST	5
HUMAN RELATIONS SPECIALIST	5
HUMAN RESOURCES ANALYST	6
HUMAN RESOURCES DIRECTOR	8
HUMAN RESOURCES PROGRAM MANAGER	7
HUMAN RESOURCES SPECIALIST	5
HUMAN RESOURCES TECHNICIAN I	4
HUMAN RESOURCES TECHNICIAN II	5
HVAC COORDINATOR	6
INDUSTRIAL WASTE CONTROL TECHNICIAN	4
INSPECTIONS DIRECTOR	8
INSPECTIONS RECORDS SUPERVISORS	6
INSPECTIONS TRAINEE	6

INSPECTOR ASSISTANT	6
INSTRUMENTATION TECHNICIAN	5
INSTRUMENTATION TECHNOLOGY MANAGER	7
INTERNAL AUDIT ADMINISTRATOR	7
INTERNAL AUDITOR	6
INTERNAL AUDIT TECHNICIAN	5
INVESTMENT ANALYST	7
IS ADMINISTRATOR	7
IS ANALYST	7
IS APPLICATIONS SUPPORT TECHNICIAN	6
IS COMMUNICATIONS ANALYST	7
IS PROGRAMMER	6
IS PROJECT COORDINATOR	7
IS SENIOR SUPERVISOR	8
IS SUPERVISOR	7
"KEEP W-S BEAUTIFUL" COORDINATOR	5
LABORER	2
LAKE ATTENDANT	3
LAKES PROGRAM SUPERVISOR	5
LAND USE COORDINATOR	7

LANDFILL ADMINISTRATION SUPERVISOR	6
LANDFILL MECHANIC	4
LANDSCAPE INSPECTOR	5
LANDSCAPE TECHNICIAN	4
LATENT PRINT EXAMINER	5
LEGAL ASSISTANT	5
MAINTENANCE WORKER	3
MARKETING & COMMUNICATIONS DIRECTOR	8
MASTER ELECTRICIAN	5
MASTER FLEET TECHNICIAN	5
MECHANICAL INSPECTOR	6
METER READER	3
METER READER, SENIOR	5
METER REPAIRER	4
METER REPAIRER, SENIOR	5
M/WBE COORDINATOR	6
NEIGHBORHOOD CONSERVATION OFFICER	5
NEIGHBORHOOD DEVELOPMENT PROGRAM ADMINISTRATOR	6
NEIGHBORHOOD OFFICE SUPERVISOR	6
NEIGHBORHOOD SERVICES DIRECTOR	8

OCCUPATIONAL SAFETY INSPECTOR	6
OFFICE ASSISTANT	3
OFFICE CLERK	2
PAINTER	3
PAINTER COORDINATOR	4
PARK PLANNER	6
PARK RANGER	3
PARKING ATTENDANT	2
PARKING CONTROL SUPERVISOR	5
PARKING ENFORCEMENT OFFICER	2
PARKING EQUIPMENT TECHNICIAN	3
PARKING SECURITY ATTENDANT	2
PARKS MAINTENANCE SUPERVISOR	6
PARKS SUPERINTENDENT	7
PARTS TEAM LEADER	4
PARTS TECHNICIAN	4
PERMIT OFFICE SUPERVISOR	6
PERMIT TECHNICIAN	5
PLANNER	6
PLANNING AIDE	2

PLANNING AND DEVELOPMENT SERVICES DIRECTOR	9
PLANNING DEVELOPMENT COORDINATOR	7
PLANNING DIRECTOR	8
PLANS EXAMINER	6
PLANS REVIEW COORDINATOR	6
PLUMBER	6
PLUMBING INSPECTOR	6
POLICE APPLICATIONS SPECIALIST	5
POLICE CADET	4
POLICE CHIEF	9
POLICE CRIME SCENE SUPERVISOR	6
POLICE EVIDENCE ASSISTANT SUPERVISOR	5
POLICE EVIDENCE SPECIALIST	5
POLICE EVIDENCE SUPERVISOR	6
POLICE FISCAL ANALYST	7
POLICE ID SUPERVISOR	6
POLICE PROCESSING TECHNICIAN	4
POLICE RECORDS SPECIALIST	5
POLICE RECORDS SQUAD SUPERVISOR	5
POLICE RECORDS SUPERVISOR	6

POLICE SYSTEMS ANALYST	6
POOL MAINTENANCE COORDINATOR	4
POOL MAINTENANCE SPECIALIST	4
PRINCIPAL PLANNER	7
PRINTING & DISTRIBUTION SUPERVISOR	5
PROJECT ANALYST	6
PROJECT PLANNER	6
PROJECT SUPERVISOR	6
PROMOTIONS COORDINATOR	7
PROPERTY AND FACILITIES MANAGEMENT ADMINISTRATIVE SERVICES MANAGER	7
PROPERTY AND FACILITIES MANAGEMENT DIRECTOR	9
PUBLIC ASSEMBLY FACILITIES DIRECTOR	8
PUBLIC ASSEMBLY FACILITIES MANAGER	7
PUBLIC SAFETY ATTORNEY	7
PUBLIC SAFETY COMMUNICATIONS TRAINEE	5
PUBLIC SAFETY COMMUNICATIONS OPERATOR	5
PUBLIC SAFETY COMMUNICATIONS SQUAD SUPERVISOR	6
PUBLIC SAFETY COMMUNICATIONS SUPERVISOR	6
PUBLIC SAFETY INFORMATION ANALYST	6

PUBLIC SAFETY IS MANAGER	7
PUBLIC SAFETY RESEARCH ANALYST	6
PUBLIC WORKS DISPATCHER	4
REAL ESTATE ADMINISTRATOR	8
RECREATION ADMINISTRATIVE MANAGER	7
RECREATION MAINTENANCE MECHANIC	4
RECREATION MAINTENANCE SUPERVISOR	6
RECREATION & PARKS DIRECTOR	8
RECREATION CENTER SUPERVISOR	5
RECREATION LEADER	2
RECREATION MAINTENANCE COORDINATOR	6
RECREATION MAINTENANCE SPECIALIST	4
RECREATION PROGRAM ASSISTANT	4
RECREATION SUPERVISOR/HANDICAPPED	6
RECREATION SUPERVISOR/AQUATIC	6
RECREATION WAREHOUSE CLERK	3
RECYCLING PROGRAM ADMINISTRATOR	6
RECYCLING PROGRAM SUPERVISOR	5
REGISTERED NURSE	6
REHABILITATION CONSTRUCTION ADVISOR	6

REHABILITATION CONSTRUCTION SUPERVISOR	6
REHABILITATION LOAN OFFICER	5
REHABILITATION PROJECT SUPERVISOR	6
RISK ADMINISTRATOR	7
RISK MANAGEMENT SPECIALIST	6
SAFETY INSPECTOR	6
SALES PROMOTION COORDINATOR - BASE SALARY + COMMISSION	5
SANITATION DIRECTOR	8
SANITATION EQUIPMENT OPERATOR	3
SANITATION EQUIPMENT OPERATOR, SENIOR	4
SANITATION LABORER	2
SANITATION OPERATIONS SUPERVISOR	6
SANITATION SUPERVISOR	5
SECRETARY TO CITY MANAGER	5
SENIOR ACCOUNTING CLERK	4
SENIOR ADMINISTRATIVE ASSISTANT	6
SENIOR ADMINISTRATIVE ASSISTANT TO CITY MANAGER	6
SENIOR ADMINISTRATIVE COUNCIL CLERK	5
SENIOR ALARM COORDINATOR	7
SENIOR BUDGET/EVALUATION ANALYST	7

SENIOR BUILDING INSPECTOR	6
SENIOR BUSINESS OFFICE COORDINATOR	7
SENIOR BUYER	6
SENIOR CHEMIST	6
SENIOR CIVIL ENGINEER	7
SENIOR COMMUNITY EDUCATOR	6
SENIOR COMMUNITY SERVICE ADVISOR	5
SENIOR CONCRETE FINISHER	4
SENIOR CREW COORDINATOR I	5
SENIOR CREW COORDINATOR II	5
SENIOR CRIME ANALYST	7
SENIOR CRIME SCENE TECHNICIAN	5
SENIOR CUSTOMER SERVICE CLERK	4
SENIOR DRYER TECHNICIAN	5
SENIOR ELECTRICAL INSPECTOR	6
SENIOR ENGINEERING TECHNICIAN	6
SENIOR ENVIRONMENTAL CONTROL OFFICER	5
SENIOR EVENTS COORDINATOR	6
SENIOR FACILITIES MANAGEMENT PROJECT COORDINATOR	6
SENIOR FINANCIAL ANALYST	7

SENIOR FINANCIAL CLERK	4
SENIOR FINANCIAL TECHNICIAN	6
SENIOR FLEET TECHNICIAN	5
SENIOR FORENSICS SERVICES TECHNICIAN	5
SENIOR HUMAN RESOURCES ANALYST	7
SENIOR INFORMATION SERVICES TECHNICIAN	5
SENIOR INSTRUMENTATION TECHNICIAN	6
SENIOR IS ADMINISTRATOR	7
SENIOR IS ANALYST	7
SENIOR MECHANICAL INSPECTOR	6
SENIOR OFFICE ASSISTANT	4
SENIOR OFFICE CLERK	2
SENIOR OFFSET PRINTING TECHNICIAN	4
SENIOR PARKING ENFORCEMENT OFFICER	4
SENIOR PARKING SECURITY ATTENDANT	3
SENIOR PLUMBER	4
SENIOR PLUMBING INSPECTOR	6
SENIOR PROJECT SUPERVISOR	7
SENIOR PUBLIC SAFETY COMMUNICATIONS OPERATOR	5
SENIOR PUBLIC SAFETY INFORMATION ANALYST	6

SENIOR REAL ESTATE AGENT	6
SENIOR RECREATION CENTER SUPERVISOR	6
SENIOR RECREATION LEADER	3
SENIOR REHABILITATION CONSTRUCTION ADVISOR	6
SENIOR REHABILITATION LOAN OFFICER	6
SENIOR SYSTEMS PROGRAMMER	7
SENIOR TECHNICIAN	4
SENIOR TRAFFIC SIGNAL TECHNICIAN	5
SENIOR UTILITIES PLANT OPERATOR	5
SENIOR UTILITY PLANT SUPERVISOR	6
SENIOR VIDEO PRODUCER	6
SENIOR VIDEO PRODUCTIONS SPECIALIST	6
SENIOR WAREHOUSE CLERK	3
SENIOR WEIGHMASTER	5
SENIOR ZONING INSPECTOR	5
SERVICE WRITER	5
SIDEWALK PROJECT SPECIALIST	6
SOLID WASTE ADMINISTRATION SUPERVISOR	7
SOLID WASTE ADMINISTRATOR	7
SOLID WASTE ENGINEERING SUPERVISOR	7

SOLID WASTE OPERATIONS ANALYST	7
SOLID WASTE OPERATIONS SPECIALIST	6
SOLID WASTE OPERATIONS SUPERVISOR	6
SPECIAL FACILITIES/ATHLETIC SUPERVISOR	6
SPECIAL PROJECTS COORDINATOR	7
SPECIAL PROJECTS SUPERVISOR	7
SPORTS AND ENTERTAINMENT COMPLEX MANAGEMENT DIRECTOR	8
STORMWATER CIVIL ENGINEER	7
STORMWATER DIRECTOR	8
STORMWATER OPERATIONS ANALYST	6
STORMWATER OPERATIONS SUPERVISOR	6
STORMWATER TECHNICIAN	6
STREET LIGHTING SPECIALIST	5
STREETS DIRECTOR	8
STREETS SUPERVISOR	6
SUPPLY COURIER	2
SURVEY PARTY CHIEF	6
SURVEY TECHNICIAN	4
SURVEY WORKER	3
SUSTAINABILITY PROGRAM MANAGER	7

TEAM LEADER	5
TELEPHONE RESPONSE OPERATOR	4
THERAPEUTIC RECREATION PROGRAM SUPERVISOR	5
TRADES HELPER	3
TRAFFIC ELECTRONICS TECHNICIAN	5
TRAFFIC MAINTENANCE COORDINATOR	4
TRAFFIC MAINTENANCE SUPERVISOR	6
TRAFFIC MAINTENANCE WORKER	3
TRAFFIC OPERATIONS SPECIALIST	6
TRAFFIC SIGN MAKER	4
TRAFFIC SIGNAL SYSTEM SUPERVISOR	6
TRAFFIC SIGNAL SYSTEM TECHNICIAN	6
TRAFFIC SIGNAL TECHNICIAN	5
TRAINING COORDINATOR	6
TRAINING SPECIALIST	6
TRANSPORTATION ENGINEER	7
TRANSPORTATION PLANNER	6
TRANSPORTATION PROJECT PLANNER	7
TREASURY MANAGER	7
TREE TRIMMER	4

URBAN FORESTER	6
UTILITIES BUSINESS ANALYST	7
UTILITIES CAPITAL PROJECTS ENGINEER	7
UTILITIES CONNECTION INSPECTOR	5
UTILITIES CONST & MAINT ENGINEER	7
UTILITIES ELECTRICAL SPECIALIST	5
UTILITIES IT TECHNICAL SUPPORT ANALYST	7
UTILITIES PLANT MECHANIC	5
UTILITIES PLANT MECHANIC, SENIOR	5
UTILITIES PLANT OPERATOR	5
UTILITIES SUPERVISOR	6
UTILITIES TECHNICIAN SPECIALIST	6
UTILITIES PLANT SUPERVISOR	6
UTILITY BILLING SYSTEM SPECIALIST	3
UTILITY CUSTOMER SERVICE SUPERVISOR	5
UTILITY OPERATIONS SPECIALIST	6
UTILITY SERVICES COMMUNICATION COORDINATOR	7
UTILITY SERVICES COORDINATOR	7
VEGETATION MANAGEMENT DIRECTOR	8
VEGETATION MANAGEMENT SUPERVISOR	6

VEHICLE FOR HIRE INSPECTOR	5
VEHICLE OPERATOR	3
VICTIM ASSISTANCE COORDINATOR	4
VIDEO PRODUCTIONS SPECIALIST	5
WAREHOUSE CLERK	3
WAREHOUSE SUPERVISOR	4
WASTE RESIDUALS TECHNICIAN	5
WASTEWATER COLLECTION SYSTEM ENGINEER	7
WASTEWATER COLLECTION SYSTEM SUPERVISOR	6
WASTEWATER PLANT SUPERINTENDENT	7
WATER METER REPAIRER	3
WATER SERVICE FIELD SUPERVISOR	5
WATER SERVICER	3
WATER SERVICER, SENIOR	4
WATER SERVICES INSPECTOR	3
WATER SYSTEM DISTRIBUTION SUPERVISOR	6
WATER TREATMENT PLANT SUPERINTENDENT	7
WEB CONTENT COORDINATOR	6
WEIGHMASTER	4
WELDER	4

WELLNESS NURSE	6
ZONING PLANS EXAMINER	

Section 4: Article II. Compensation, Sec. 30 General Policy-Pay (a) *General Pay Plan*, (11) *Pay bands and alphabetical listing of classifications assigned to pay plan* is hereby amended to establish new job classification titles for existing budgeted positions:

NEW CLASSIFICATION TITLES	BAND ASSIGNMENT
Assistant Field Operations Manager	7
Assistant to the Director of Operations	7
Assistant Utilities Director/Business Services	7
Assistant Utilities Director/Solid Waste	7
Business Analyst	7
Business Inclusion Manager	7
Deputy Recreation and Parks Director	7
Director of Operations	8
Director, Office of Business Inclusion and Advancement	8
Director, Office of Performance and Accountability	7
Diversity Compliance Specialist	6
Infrastructure Asset Management Engineer	7
Performance Management Technician	5
Recreation Program Specialist	7
Senior Special Projects Coordinator	7
Small Business Development Manager	7
Small Business Development Specialist	5
Special Events Permit Coordinator	6
Utilities Customer Service Field Manager	7

Section 5: Article II. Compensation, Sec. 30 is hereby amended to include the new Revised General Pay Plan:

(b) *Revised General Pay Plan.* This pay plan consists of fifteen (15) pay grades (Grades 1-15). All positions, except for sworn police and fire suppression and positions on the General Pay Plan, are included in this pay plan. All classifications in the Revised General Pay Plan are assigned to one (1) of the fifteen (15) pay grades. Each pay grade has a minimum, midpoint, and maximum rate of pay established by the city manager and/or his designee.

(1) *Minimum rate; exceptions.* The normal beginning rate of pay for a new employee will be the minimum of the pay grade to which the employee's classification is assigned. The city manager, may, in special cases, authorize initial appointments above or below the established minimum of the pay grade. Examples of such special cases where a higher or lower rate may be authorized are: appointment of a former city employee who has demonstrated his/her competence in the same classification; appointment of especially well qualified individuals to certain classifications for which a scarcity of suitable applicants at the usual starting rate temporarily necessitates a higher starting rate. A rate lower than the pay grade minimum may be authorized to employ an applicant who within a predetermined time period, usually one (1) year or less, will be able to complete the educational, licensing or certification requirements of the classification.

(2) *Performance evaluations; merit increase consideration.* Employees appointed to full-time positions or receiving employee benefits, as described in Article III, Section 46, within the revised general pay plan will be scheduled for evaluation and merit increase consideration in accordance with the following schedule:

Initial employment—Conversion to common evaluation date of June 30 and annually thereafter. Merit increase consideration will be effective beginning the first pay period of the new fiscal year and based on the amount/percentage adopted by the city council for that fiscal year.

Promotion—No change to employee evaluation schedule.

Demotion—(voluntarily or involuntarily). No change to employee evaluation schedule.

Lateral transfer—No change to employee evaluation schedule.

Reclassification—No change to employee evaluation schedule.

Regrade—No change to employee evaluation schedule.

Competitive market range adjustment—No change to employee evaluation schedule.

The city manager is authorized to establish the performance evaluation dates for all city employees.

Supervisors may schedule employees for additional performance review as deemed necessary. Eligibility for pay changes; however, will be in accordance with the previous schedule.

(i) *Basis for allowable amount of increase.* The allowable amount of an employee's pay increase will be based upon his/her overall performance rating. The city manager, upon recommendation of the human resources department, will annually set the allowable pay adjustments and type of award (cash award, base salary change or a combination of both) for each of the overall performance ratings not to exceed the amount/percentage adopted by the city council for that fiscal year. With the exception of employees who are hired by the city prior to July 1, 2017, in no case, shall

the authorized pay adjustment result in a salary amount that exceeds the maximum of the assigned pay grade.

- (ii) *Marginal performance rating.* Employees who receive a marginal performance rating will not receive an increase in pay. Employees receiving a marginal performance rating will be placed on a performance improvement plan and will be re-evaluated within three (3) months with eligibility for a pay increase upon full compliance with the performance improvement plan. The effective date of increase will be the date of the performance improvement plan review. The evaluation date will be retained.
- (iii) *Other compensation.* The city provides a performance appraisal and merit pay system to reward employees for overall meritorious job performance. However, when employees have exhibited performance that warrants immediate monetary recognition or in order to address market compensation issues, documented by the human resources department for individual positions, the city manager may initiate or act upon the supervisor's recommendation to initiate an increase in an individual employee's compensation. In these instances, only the city manager is authorized to approve market or merit increases and the authorized increase shall not exceed ten (10) per cent of the recipient's annual salary. With the exception of employees who are hired by the city prior to July 1, 2017, in no case, shall the authorized increase exceed the maximum of the assigned pay grade. Employees are eligible for such increases once in a twelve-month period and recipients of such increases shall retain their evaluation date. A record of any such increases will be made and retained in the human resources department.
- (iv) *Managed competition incentive pay.* The city manager may authorize additional payment to employees subject to managed competition for exceeding performance goals, for obtaining additional training and certification levels, and meeting/exceeding attendance goals. The city manager is authorized to develop and administer an appropriate incentive pay program. The total payout to an employee, excluding payments attributable to overtime, may not exceed fifty (50) per cent of the employee's base rate of pay during the contract period.

(3) *Promotion.* Promotions occur when an employee is moved from a classification in a lower pay grade to a classification with a higher pay grade. Employees promoted will receive at least a five (5) per cent increase in compensation or an amount sufficient to place the promoted employee at the minimum of the newly assigned pay grade. Under special circumstances, the city manager has the authority to approve increases in excess of five (5) per cent for purposes other than to reach the minimum of the newly assigned pay grade. The city manager has the authority to enact procedures to initiate and manage promotional assignments by the city.

(4) *Demotion.* Demotions occur when an employee is moved from one (1) classification to another classification pay grade for inadequate job performance or conduct. Compensation for demoted employees will be reduced fifteen (15) per cent but in no case shall the salary be less than the minimum of the pay grade for the lower classification nor

exceed the maximum of the newly assigned pay grade. The city manager has the authority to enact procedures to initiate and manage demotions by the city.

(5) *Reassignment.* Reassignments occur when an employee is moved from one (1) classification to another classification at a lower pay grade for nondisciplinary reasons. Employees reassigned in this manner shall not, under any circumstances, receive an increase in compensation nor shall the reassigned employee's pay exceed the maximum of the assigned pay grade. The city manager has the authority to enact procedures to initiate and manage the various types of employment reassignments by the city.

(6) *Lateral transfer.* In the case of lateral transfer (same pay grade transfers), the employee's pay rate will remain unchanged at the time of transfer, and the evaluation date will be retained.

(7) *Reclassification.* Employees who are reclassified to a higher pay grade to recognize actual changes in duties and responsibilities, will receive a sufficient percentage increase to place their salary at the minimum of the new pay grade point but not less than five (5) per cent. If the salary, prior to reclassification, is within the newly assigned pay grade, a five (5) per cent increase in pay will be granted provided five (5) per cent will not exceed the maximum of the assigned pay grade. Such employees will retain their anniversary date. Reclassification to a lower pay grade is described in subsection (b)(10) of this section, "Reduction in Classification."

(8) *Competitive market range adjustment.* When a competitive market range adjustment occurs to reflect a general change in the external and/or internal compensation market level of a class, there shall be no immediate change in individual salary except when required to bring an employee's salary up to new minimum of the pay grade. Such employees will retain their anniversary date. The city manager has the authority to enact procedures to initiate and manage competitive market range adjustments.

(9) *Administrative transfer.* Movement in assigned classification initiated by the department head or as a result of a classification study by the human resources department, may be exercised when such action will promote morale, or serve budgetary, manpower or general organizational needs. Such movements do not represent disciplinary action. Employees administratively transferred in this manner will be notified by the department head in writing with a copy to the human resources department and the office of the city manager. Employees moved as described in this policy will not have their pay rate or anniversary date changed. When special circumstances warrant and with approval of the city manager, an employee may be considered for a monetary increase if the new assignment will result in placing the employee in a training and development stage for more than ninety (90) days to learn the methodology, procedures, policies and/or technology of the new assignment. Employees transferred in this manner will retain their anniversary date.

(10) *Reduction in classification.* Reduction in assigned classification initiated by the department head or as a result of a classification study by the human resources department may be exercised when such action will promote morale, or serve budgetary, manpower or general organizational needs. Such reductions do not represent disciplinary action. Employees who are reduced in classification to a lower pay grade will retain their present pay and their old anniversary date, with this exception: If their present pay is above the maximum of the new pay grade, they will retain their pay one (1) month for each full

year of full-time service with the city, after which they will be moved to the maximum of the new pay grade. Employees reduced in classification in this manner will be notified by the department head in writing with a copy to the human resources department and the office of the city manager. Except in the instance noted above employees moved as described in this policy will not have their pay rate or anniversary date changed.

(11) *Pay grades and alphabetical listing of classifications assigned to pay plan.*

<u>Pay Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
<u>1</u>	<u>23,400.00</u>	<u>29,250.00</u>	<u>35,100.00</u>
<u>2</u>	<u>25,038.00</u>	<u>31,297.50</u>	<u>37,557.00</u>
<u>3</u>	<u>26,790.66</u>	<u>33,488.33</u>	<u>40,185.99</u>
<u>4</u>	<u>28,661.01</u>	<u>35,832.51</u>	<u>42,999.01</u>
<u>5</u>	<u>30,672.63</u>	<u>38,340.78</u>	<u>46,008.94</u>
<u>6</u>	<u>32,819.71</u>	<u>41,024.64</u>	<u>49,229.57</u>
<u>7</u>	<u>35,117.09</u>	<u>43,896.36</u>	<u>52,675.64</u>
<u>8</u>	<u>37,575.29</u>	<u>46,969.11</u>	<u>56,362.93</u>
<u>9</u>	<u>40,205.56</u>	<u>50,256.95</u>	<u>60,308.33</u>
<u>10</u>	<u>43,019.95</u>	<u>53,774.93</u>	<u>64,529.92</u>
<u>11</u>	<u>46,031.34</u>	<u>57,539.18</u>	<u>69,047.01</u>
<u>12</u>	<u>49,253.54</u>	<u>61,566.92</u>	<u>73,880.30</u>
<u>13</u>	<u>52,701.28</u>	<u>65,876.60</u>	<u>79,051.92</u>
<u>14</u>	<u>56,390.37</u>	<u>70,487.97</u>	<u>84,585.56</u>
<u>15</u>	<u>60,337.70</u>	<u>75,422.12</u>	<u>90,506.55</u>

<u>Title</u>	<u>Pay Grade</u>
<u>Adult Recreation Program Supervisor</u>	<u>9</u>
<u>Assistant Golf Professional</u>	<u>6</u>
<u>Assistant Historic Parks Supervisor</u>	<u>8</u>
<u>Assistant Recreation Center Supervisor</u>	<u>9</u>
<u>Assistant Traffic Maintenance Supervisor – Markings</u>	<u>10</u>
<u>Assistant Traffic Maintenance Supervisor – Signals</u>	<u>10</u>
<u>Associate Fleet Technician</u>	<u>4</u>
<u>Building Inspector</u>	<u>10</u>
<u>Building Maintenance Coordinator – Custodial</u>	<u>10</u>
<u>Building Maintenance Coordinator – HVAC</u>	<u>10</u>
<u>Building Maintenance Mechanic</u>	<u>5</u>
<u>Building Maintenance Supervisor</u>	<u>12</u>
<u>Concrete Finisher</u>	<u>6</u>
<u>Craft Shop Coordinator</u>	<u>7</u>
<u>Craft Shop Worker</u>	<u>2</u>

<u>Crew Coordinator – C&M</u>	<u>8</u>
<u>Crew Coordinator – Landscape</u>	<u>8</u>
<u>Crew Coordinator – Meter</u>	<u>8</u>
<u>Crew Coordinator – PFM</u>	<u>8</u>
<u>Crew Coordinator – Rec</u>	<u>8</u>
<u>Crew Coordinator – Sanitation</u>	<u>8</u>
<u>Crew Coordinator – Sewer CCTV</u>	<u>8</u>
<u>Crew Coordinator – Solid Waste</u>	<u>8</u>
<u>Crew Leader – C&M</u>	<u>6</u>
<u>Crew Leader – Golf</u>	<u>6</u>
<u>Crew Leader – PFM</u>	<u>6</u>
<u>Crew Leader – Playground Inspector</u>	<u>6</u>
<u>Crew Leader – Rec</u>	<u>6</u>
<u>Crew Leader – Sewer</u>	<u>6</u>
<u>Crew Leader – Transportation</u>	<u>6</u>
<u>Curbside Collection Supervisor</u>	<u>9</u>
<u>Custodian – PFM</u>	<u>1</u>
<u>Custodian – Solid Waste</u>	<u>1</u>
<u>Custodian – Wastewater</u>	<u>1</u>
<u>Custodian Coordinator - PFM</u>	<u>4</u>
<u>Dead Animal Control</u>	<u>3</u>
<u>District Recreation Supervisor</u>	<u>12</u>
<u>Dryer Technician</u>	<u>6</u>
<u>Electrical Inspector</u>	<u>10</u>
<u>Electrician – PFM</u>	<u>8</u>
<u>Equipment Maintenance Technician</u>	<u>7</u>
<u>Fleet Attendant – PFM</u>	<u>2</u>
<u>Fleet Data Technician</u>	<u>6</u>
<u>Fleet Services Supervisor – PFM</u>	<u>12</u>
<u>Golf Course Maintenance Supervisor</u>	<u>9</u>
<u>Golf Professional – General Manager</u>	<u>10</u>
<u>Heavy Equipment Operator – C&M</u>	<u>6</u>
<u>Heavy Equipment Operator – CBD</u>	<u>6</u>
<u>Heavy Equipment Operator – PFM</u>	<u>6</u>
<u>Heavy Equipment Operator – Rec</u>	<u>6</u>
<u>Heavy Equipment Operator – Solid Waste</u>	<u>6</u>
<u>Heavy Equipment Operator – Transportation</u>	<u>6</u>
<u>Historic Parks Supervisor</u>	<u>12</u>
<u>Industrial Waste Control Technician</u>	<u>4</u>

<u>Instrumentation Technician</u>	<u>8</u>
<u>Laborer – Rec</u>	<u>2</u>
<u>Laborer – Sanitation</u>	<u>2</u>
<u>Laborer – Solid Waste</u>	<u>2</u>
<u>Lakes Program Supervisor</u>	<u>12</u>
<u>Light Equipment Operator – C&M</u>	<u>4</u>
<u>Light Equipment Operator – PFM</u>	<u>4</u>
<u>Light Equipment Operator – PFM Cemetery</u>	<u>4</u>
<u>Light Equipment Operator – Rec</u>	<u>4</u>
<u>Light Equipment Operator – Sewer</u>	<u>4</u>
<u>Light Equipment Operator – Transportation</u>	<u>4</u>
<u>Light Equipment Operator – Wastewater</u>	<u>4</u>
<u>Maintenance Mechanic – Rec</u>	<u>5</u>
<u>Maintenance Worker – C&M</u>	<u>3</u>
<u>Maintenance Worker – CBD</u>	<u>3</u>
<u>Maintenance Worker – Golf Course</u>	<u>3</u>
<u>Maintenance Worker – Grounds</u>	<u>3</u>
<u>Maintenance Worker – Landscape</u>	<u>3</u>
<u>Maintenance Worker – Outfall</u>	<u>3</u>
<u>Maintenance Worker – PFM Cemetery</u>	<u>3</u>
<u>Maintenance Worker – Sewer CCTV</u>	<u>3</u>
<u>Maintenance Worker – Transportation</u>	<u>3</u>
<u>Master Fleet Technician</u>	<u>9</u>
<u>Master Fleet Technician – Heavy Equipment</u>	<u>9</u>
<u>Mechanical Inspector</u>	<u>10</u>
<u>Medium Equipment Operator – C&M</u>	<u>5</u>
<u>Medium Equipment Operator – Outfall</u>	<u>5</u>
<u>Medium Equipment Operator – PFM</u>	<u>5</u>
<u>Medium Equipment Operator – Rec</u>	<u>5</u>
<u>Medium Equipment Operator – Solid Waste</u>	<u>5</u>
<u>Medium Equipment Operator – Transportation</u>	<u>5</u>
<u>Medium Equipment Operator – Wastewater</u>	<u>5</u>
<u>Meter Reader</u>	<u>4</u>
<u>Meter Repairer</u>	<u>4</u>
<u>Painter</u>	<u>3</u>
<u>Parking Equipment Technician</u>	<u>5</u>
<u>Parks Maintenance Supervisor</u>	<u>10</u>
<u>Parts Team Leader</u>	<u>6</u>
<u>Parts Technician</u>	<u>3</u>

<u>Plumbing Inspector</u>	<u>10</u>
<u>Pool Maintenance Coordinator</u>	<u>7</u>
<u>Pool Maintenance Specialist</u>	<u>6</u>
<u>Recreation Center Supervisor</u>	<u>7</u>
<u>Recreation Leader</u>	<u>2</u>
<u>Recreation Maintenance Supervisor</u>	<u>11</u>
<u>Recycling Program Administrator</u>	<u>12</u>
<u>Sanitation Equipment Operator</u>	<u>6</u>
<u>Sanitation Equipment Operator - Senior</u>	<u>7</u>
<u>Sanitation Operations Supervisor</u>	<u>11</u>
<u>Sanitation Supervisor</u>	<u>11</u>
<u>Senior Building Inspector</u>	<u>12</u>
<u>Senior Concrete Finisher</u>	<u>7</u>
<u>Senior Crew Coordinator</u>	<u>9</u>
<u>Senior Crew Coordinator</u>	<u>9</u>
<u>Senior Crew Coordinator – C&M</u>	<u>9</u>
<u>Senior Crew Coordinator – Outfall</u>	<u>9</u>
<u>Senior Crew Coordinator – PFM</u>	<u>9</u>
<u>Senior Crew Coordinator – Rec</u>	<u>9</u>
<u>Senior Crew Coordinator – Solid Waste</u>	<u>9</u>
<u>Senior Crew Coordinator – Transportation</u>	<u>9</u>
<u>Senior Crew Coordinator – Wastewater</u>	<u>9</u>
<u>Senior Crew Coordinator II – C&M</u>	<u>9</u>
<u>Senior Dryer Technician</u>	<u>8</u>
<u>Senior Electrical Inspector</u>	<u>12</u>
<u>Senior Electrician/Electrical Specialist</u>	<u>9</u>
<u>Senior Fleet Technician</u>	<u>7</u>
<u>Senior Instrumentation Technician</u>	<u>9</u>
<u>Senior Mechanical Inspector</u>	<u>12</u>
<u>Senior Meter Repair</u>	<u>6</u>
<u>Senior Plumber</u>	<u>7</u>
<u>Senior Plumbing Inspector</u>	<u>12</u>
<u>Senior Recreation Maintenance Mechanic</u>	<u>6</u>
<u>Senior Traffic Signal Technician</u>	<u>8</u>
<u>Senior Utilities Plant Supervisor – Water Treatment</u>	<u>12</u>
<u>Senior Utilities Mechanic – Lift Stations</u>	<u>8</u>
<u>Senior Utilities Plant Mechanic – Water Treatment</u>	<u>8</u>
<u>Senior Utilities Plant Mechanic – WWM</u>	<u>8</u>
<u>Senior Utilities Plant Operator – Elledge</u>	<u>8</u>

<u>Senior Utilities Plant Operator – Wastewater</u>	<u>8</u>
<u>Senior Utilities Plant Operator – Water Treatment</u>	<u>8</u>
<u>Senior Utilities Plant Supervisor – Wastewater</u>	<u>12</u>
<u>Senior Water Servicer – Meter</u>	<u>6</u>
<u>Senior Weighmaster</u>	<u>6</u>
<u>Service Writer</u>	<u>3</u>
<u>Solid Waste Operations Supervisor</u>	<u>11</u>
<u>Solid Waste Supervisor</u>	<u>11</u>
<u>Special Facilities – Athletic Supervisor</u>	<u>12</u>
<u>Stormwater Technician</u>	<u>9</u>
<u>Street Lighting Specialist</u>	<u>6</u>
<u>Streets Supervisor</u>	<u>11</u>
<u>Survey Party Chief</u>	<u>12</u>
<u>Survey Technician</u>	<u>6</u>
<u>Survey Worker</u>	<u>3</u>
<u>Therapeutic Recreation Program Supervisor</u>	<u>9</u>
<u>Trades Helper</u>	<u>5</u>
<u>Trades Helper – HVAC</u>	<u>4</u>
<u>Trades Helper – Urban Forestry</u>	<u>4</u>
<u>Traffic Electronics Technician</u>	<u>8</u>
<u>Traffic Maintenance Coordinator</u>	<u>7</u>
<u>Traffic Maintenance Supervisor</u>	<u>11</u>
<u>Traffic Maintenance Worker</u>	<u>5</u>
<u>Traffic Sign Maker</u>	<u>5</u>
<u>Traffic Signal System Supervisor</u>	<u>10</u>
<u>Traffic Signal System Technician</u>	<u>7</u>
<u>Traffic Signal Technician</u>	<u>7</u>
<u>Tree Trimmer – PFM</u>	<u>6</u>
<u>Urban Forester – PFM</u>	<u>10</u>
<u>Utilities Electrical Specialist</u>	<u>9</u>
<u>Utilities Operation Specialist – Meter</u>	<u>7</u>
<u>Utilities Operations Specialist – C&M</u>	<u>7</u>
<u>Utilities Plant Mechanic – Lift</u>	<u>8</u>
<u>Utilities Plant Mechanic – Water Treatment</u>	<u>8</u>
<u>Utilities Plant Mechanic – WWM</u>	<u>8</u>
<u>Utilities Plant Operator – Elledge</u>	<u>8</u>
<u>Utilities Plant Operator – Wastewater</u>	<u>8</u>
<u>Utilities Plant Operator – Water Treatment</u>	<u>8</u>
<u>Utilities Plant Operator – WWM</u>	<u>8</u>

<u>Utilities Plant Supervisor – Dryer</u>	<u>11</u>
<u>Utilities Plant Supervisor – Solid Waste</u>	<u>11</u>
<u>Utilities Plant Supervisor – Wastewater</u>	<u>11</u>
<u>Utilities Supervisor – C&M</u>	<u>11</u>
<u>Utilities Supervisor – Collections</u>	<u>12</u>
<u>Utilities Supervisor – GIS</u>	<u>12</u>
<u>Utilities Supervisor – Second Shift - C&M</u>	<u>12</u>
<u>Utilities Supervisor – Technicians</u>	<u>12</u>
<u>Utilities Supervisor – Wastewater</u>	<u>12</u>
<u>Utilities Supervisor – Water Treatment</u>	<u>12</u>
<u>Utilities Supervisor – WWM</u>	<u>12</u>
<u>Vehicle Operator – PFM</u>	<u>3</u>
<u>Vehicle Operator – Sanitation</u>	<u>3</u>
<u>Waste Residuals Technician – Dryer</u>	<u>6</u>
<u>Wastewater Collection System Supervisor – C&M</u>	<u>12</u>
<u>Water Service Field Supervisor – Meter</u>	<u>9</u>
<u>Water Servicer – Meter</u>	<u>4</u>
<u>Water Servicer Inspector – Meter</u>	<u>6</u>
<u>Water System Distribution Supervisor – Meter</u>	<u>12</u>
<u>Weighmaster</u>	<u>1</u>
<u>Welder</u>	<u>7</u>

Section 6: Article II. Compensation, Sec. 30 General Policy-Pay (b) *Police/Fire Pay Plan*, (2) *Performance evaluations; merit increase consideration* is hereby amended to include current employees from base pay maximum ceilings when implementing merit increases:

(iii) *Other compensation.* The city provides a performance appraisal and merit pay system to reward employees for overall meritorious job performance. However, when employees have exhibited performance that warrant immediate monetary recognition or in order to address market compensation issues, documented by the human resources department for individual positions, the city manager may initiate or act upon the supervisor's recommendation to initiate an increase in the individual employee's compensation. In these instances, only the city manager is authorized to approve market or merit increases and the authorized increase shall not exceed ten (10) per cent of the recipient's annual salary. ~~and, With the exception of employees who are hired by the city prior to July 1, 2017,~~ in no case, shall the authorized increase exceed the maximum of the assigned pay range. Employees are eligible for such increases once in a twelve-month period and recipients of such increases shall retain their evaluation date. A record of any such increases will be made and retained in the human resources department.

SWORN POLICE PAY SCHEDULE

Job Title	Pay Range		Regular Minimum	Minimum (Associates Degree)	Minimum (Bachelors Degree)	Regular Maximum	Maximum (Associates Degree)	Maximum (Bachelors Degree)
Police Officer Trainee	AP	A	\$33,856.16 \$35,800.00	\$35,549.02 \$37,590.02	\$37,326.38 \$39,380.12	\$68,841.76 \$53,700.00	\$72,285.98 \$56,385.16	\$76,062.74 \$59,069.92
(40 Hour Week)		M	\$2,821.35 \$2,983.33	\$2,962.42 \$3,132.50	\$3,110.53 \$3,281.68	\$5,736.81 \$4,475.00	\$6,023.83 \$4,698.76	\$6,338.56 \$4,922.49
		B	\$1,302.16 \$1,376.92	\$1,367.27 \$1,445.77	\$1,435.63 \$1,514.62	\$2,647.76 \$2,065.38	\$2,780.23 \$2,168.66	\$2,925.49 \$2,271.92
		W	\$651.08 \$688.46	\$683.64 \$722.89	\$717.82 \$757.31	\$1,323.88 \$1,032.69	\$1,390.12 \$1,084.33	\$1,462.75 \$1,135.96
		H	\$16,2770 \$17.2115	\$17,0909 \$18.0721	\$17,9454 \$18.9328	\$33,0970 \$25.8173	\$34,7529 \$27.1083	\$36,5686 \$28.3990
Police Officer	AP	A	\$35,549.02 \$37,590.00	\$37,326.38 \$39,469.56	\$39,192.92 \$41,348.84	\$68,841.76 \$56,385.00	\$72,285.98 \$59,204.08	\$76,062.74 \$62,023.26
(40 Hour Week)		M	\$2,962.42 \$3,132.50	\$3,110.53 \$3,289.13	\$3,266.08 \$3,445.74	\$5,736.81 \$4,698.78	\$6,023.83 \$4,993.67	\$6,338.56 \$5,168.61
		B	\$1,367.27 \$1,445.77	\$1,435.63 \$1,518.06	\$1,507.42 \$1,590.34	\$2,647.76 \$2,168.65	\$2,780.23 \$2,277.08	\$2,925.49 \$52,385.51
		W	\$683.64 \$722.88	\$717.82 \$759.03	\$753.71 \$795.17	\$1,323.88 \$1,084.33	\$1,390.12 \$1,138.54	\$1,462.75 \$1,192.76
		H	\$17,0909 \$18.0721	\$17,9454 \$18.9758	\$18,8428 \$19.8793	\$33,0970 \$27.1082	\$34,7529 \$28.4635	\$36,5686 \$29.8189
Police Corporal	BP	A	\$40,844.44 \$45,690.88	\$42,886.74 \$47,975.46	\$45,030.96 \$50,260.08	\$75,752.56 \$68,536.32	\$79,539.98 \$71,963.06	\$83,327.92 \$75,389.86
(40 Hour Week)		M	\$3,403.70 \$3,807.57	\$3,573.90 \$3,997.96	\$3,752.58 \$4,188.34	\$6,312.71 \$5,711.36	\$6,628.33 \$5,996.92	\$6,943.99 \$6,282.49

		B	\$1,570.94 \$1,757.34	\$1,649.49 \$1,845.21	\$1,731.96 \$1,933.08	\$2,913.56 \$2,636.01	\$3,059.23 \$2,767.81	\$3,204.92 \$2,899.61
		W	\$785.47 \$878.67	\$824.75 \$922.61	\$865.98 \$966.54	\$1,456.78 \$1,318.01	\$1,529.62 \$1,383.91	\$1,602.46 \$1,449.81
		H	\$19,6368 \$21.9668	\$20,6186 \$23.0651	\$21,6495 \$24.1635	\$36,4195 \$32.9502	\$38,2404 \$34.5976	\$40,0615 \$36.2451
Police Detective	BP	A	\$40,844.44 \$45,690.88	\$42,886.74 \$47,975.46	\$45,030.96 \$50,260.08	\$75,752.56 \$68,536.32	\$79,539.98 \$71,963.06	\$83,327.92 \$75,389.86
(40 Hour Week)		M	\$3,403.70 \$3,807.57	\$3,573.90 \$3,997.96	\$3,752.58 \$4,188.34	\$6,312.71 \$5,711.36	\$6,628.33 \$5,996.92	\$6,943.99 \$6,282.49
		B	\$1,570.94 \$1,757.34	\$1,649.49 \$1,845.21	\$1,731.96 \$1,933.08	\$2,913.56 \$2,636.01	\$3,059.23 \$2,767.81	\$3,204.92 \$2,899.61
		W	\$785.47 \$878.67	\$824.75 \$922.61	\$865.98 \$966.54	\$1,456.78 \$1,318.01	\$1,529.62 \$1,383.91	\$1,602.46 \$1,449.81
		H	\$19,6368 \$21.9668	\$20,6186 \$23.0651	\$21,6495 \$24.1635	\$36,4195 \$32.9502	\$38,2404 \$34.5976	\$40,0615 \$36.2451
Police Staff Sergeant	CP	A	\$58,542.38 \$55,537.55	\$61,469.72 \$58,314.36	\$64,542.92 \$61,091.42	\$92,763.58 \$83,306.33	\$97,404.06 \$87,471.80	\$102,044.28 \$91,637.00
(40 Hour Week)		M	\$4,878.53 \$4,628.13	\$5,122.48 \$4,859.53	\$5,378.58 \$5,090.95	\$7,730.30 \$6,942.19	\$8,117.01 \$7,289.32	\$8,503.69 \$7,636.42
		B	\$2,251.63 \$2,136.06	\$2,364.22 \$2,242.86	\$2,482.42 \$2,349.67	\$3,567.83 \$3,204.09	\$3,746.31 \$3,364.30	\$3,924.78 \$3,524.50
		W	\$1,125.82 \$1,068.03	\$1,182.11 \$1,121.43	\$1,241.21 \$1,174.84	\$1,783.92 \$1,602.04	\$1,873.16 \$1,682.15	\$1,962.39 \$1,762.25
		H	\$28,1454 \$26.7007	\$29,5528 \$28.0358	\$31,0303 \$29.3709	\$44,5979 \$40.0511	\$46,8289 \$42.0538	\$49,0598 \$44.0563
Police Sergeant	CP	A	\$58,542.38 \$55,537.55	\$61,469.72 \$58,314.36	\$64,542.92 \$61,091.42	\$92,763.58 \$83,306.33	\$97,404.06 \$87,471.80	\$102,044.28 \$91,637.00

(40 Hour Week)		M	\$4,878.53 \$4,628.13	\$5,122.48 \$4,859.53	\$5,378.58 \$5,090.95	\$7,730.30 \$6,942.19	\$8,117.01 \$7,289.32	\$8,503.69 \$7,636.42
		B	\$2,251.63 \$2,136.06	\$2,364.22 \$2,242.86	\$2,482.42 \$2,349.67	\$3,567.83 \$3,204.09	\$3,746.31 \$3,364.30	\$3,924.78 \$3,524.50
		W	\$1,125.82 \$1,068.03	\$1,182.11 \$1,121.43	\$1,241.21 \$1,174.84	\$1,783.92 \$1,602.04	\$1,873.16 \$1,682.15	\$1,962.39 \$1,762.25
		H	\$28,1454 \$26.7007	\$29,5528 \$28.0358	\$31,0303 \$29.3709	\$44,5979 \$40.0511	\$46,8289 \$42.0538	\$49,0598 \$44.0563
Police Lieutenant	DP	A	\$65,984.62	\$69,284.02	\$72,748.26	\$104,591.76	\$109,819.32	\$115,046.36
(40 Hour Week)		M	\$5,498.72	\$5,773.67	\$6,062.36	\$8,715.98	\$9,151.61	\$9,587.20
		B	\$2,537.87	\$2,664.77	\$2,798.01	\$4,022.76	\$4,223.82	\$4,424.86
		W	\$1,268.94	\$1,332.39	\$1,399.01	\$2,011.38	\$2,111.91	\$2,212.43
		H	\$31.7234	\$33.3096	\$34.9751	\$50.2845	\$52.7978	\$55.3108
Police Captain	EP	A	\$69,282.72	\$72,748.26	\$76,385.66	\$106,937.48	\$112,284.12	\$117,631.54
(40 Hour Week)		M	\$5,773.56	\$6,062.36	\$6,365.47	\$8,911.46	\$9,357.01	\$9,802.63
		B	\$2,664.72	\$2,798.01	\$2,937.91	\$4,112.98	\$4,318.62	\$4,524.29
		W	\$1,332.36	\$1,399.01	\$1,468.96	\$2,056.49	\$2,159.31	\$2,262.15
		H	\$33.3090	\$34.9751	\$36.7239	\$51.4123	\$53.9828	\$56.5536

Assistant Police Chief	FP	A	\$72,847.32	\$76,488.10	\$80,310.96	\$109,270.98	\$114,732.15	\$120,466.44
(40 Hour Week)		M	\$6,070.61	\$6,374.01	\$6,692.58	\$9,105.92	\$9,561.01	\$10,038.87
		B	\$2,801.82	\$2,941.85	\$3,088.88	\$4,202.73	\$4,412.78	\$4,633.32
		W	\$1,400.91	\$1,470.93	\$1,544.44	\$2,101.37	\$2,206.39	\$2,316.66
		H	\$35.0228	\$36.7731	\$38.6110	\$52.5341	\$55.1597	\$57.9166

Section 7: Article III. Benefits, Sec. 44 Leave of Absence is hereby amended to include provisions for Paid Parental Leave:

(m) Paid parental leave.

The City of Winston-Salem will provide up to six (6) weeks of paid parental leave to employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption, foster care or legal guardianship. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. Six (6) weeks of paid leave is provided in addition to accrued vacation and sick leave. The paid parental leave will run concurrently with FMLA leave. Vacation and sick leave will continue to accrue during the period of paid parental leave. However, the employee may not use accrued sick, vacation, or holiday pay concurrently with paid parental leave. This policy is effective for births, adoptions, placements of foster children, and legal guardianships on or after July 1, 2017.

Eligible employees must meet the following criteria: have been employed with the City for at least 12 months; and have worked at least 1,250 hours during the 12 consecutive months immediately preceding the qualifying event. A qualifying event is the birth of a child of the employee; the legal placement of a child under the age of 18 with the employee for adoption, foster care or guardianship; or the placement of a child under the age of 18 with the employee who permanently assumes or discharges parental responsibilities (in loco parentis). Additionally, eligible employees must work in a regular, full-time or benefitted part-time position. Temporary and seasonal employees are not eligible for this benefit.

Eligible employees will receive a maximum of six (6) weeks of paid parental leave per birth, adoption or placement of a child/children. The fact that a multiple birth, adoption or placement occurs (e.g. the birth of twins or adoption of siblings) does not increase the six-week total amount of paid parental leave granted for that event. Additionally, in no case will an employee

receive more than six (6) weeks of paid parental leave in a rolling, 12-month period, regardless of whether more than one birth, adoption or foster care placement event occurs within that 12-month timeframe. If both parents and/or legal guardians are City employees who meet the aforementioned eligibility criteria, the combined maximum paid parental leave allowed is a combined six (6) weeks during the rolling 12-month period. Each week of paid parental leave is compensated at 100% of the employee's regular, straight-time weekly pay or equivalent weekly salary. Paid parental leave will be paid on the City's customary biweekly pay schedule. Employees must take paid parental leave in one continuous period of leave for the employee's entire work schedule. Intermittent paid parental leave is not permitted. Approved paid parental leave may be taken at any time during the six-month period immediately following the qualifying event and may not be used or extended beyond this six-month timeframe. Any unused paid parental leave will be forfeited at the end of the six-month timeframe. Upon termination of employment with the City, the employee will not be paid for any unused paid parental leave for which the employee was eligible.

Section 8: This resolution shall become effective July 1, 2017.