

1 **AN ORDINANCE fixing the salaries of**
2 **each and every appointed officer,**
3 **employee, deputy assistant, departmental**
4 **and institutional head of the Civil**
5 **City and City Utilities of the City for the year 2014**

6 **WHEREAS**, the Mayor and the Common Council of the City of Fort Wayne, Indiana, have
7 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
8 City of Fort Wayne and of City Utilities of Fort Wayne a Job Classification under the City Classification
9 System, which Job Classification should accurately reflect the duties and responsibilities of said employees,
10 and

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

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

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

19 **WHEREAS**, the funds of such salaries are to be provided for the 2014 City Budget and
20 from City Utilities operating funds and other sources as may be specified by Common Council.

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

23 **SECTION 1.** That all employees of the Civil City of Fort Wayne and of City
24 Utilities, shall be classified by the division/department, job classification and titles.

25 **SECTION 2.** That the following Grid is hereby fixed and authorized as a scale
26 for approved Job Classifications. Consistent with our compensation philosophy, it is the City's policy that no
27 employee shall be paid below the minimum and the maximum should not be exceeded, except for
28 approved special occupations, shift differentials, approved longevity pay, approved overtime pay, approved
29 technical skill pay, approved clothing allowance, approved previously accrued vacation payoff, sick time,
30 FLSA earned compensatory time, approved car allowance or approved productivity bonus.

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 the City of Fort Wayne and City Utilities.

SECTION 3.

The following job classifications are a true and complete listing of all Civil City and City Utilities non-bargaining unit positions by division/department, job classification, and titles. It does not include those positions which are specified as part of a bargaining unit having a written economic agreement with the City of Fort Wayne or City Utilities.

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DIVISION/DEPARTMENT

JOB CLASSIFICATION

TITLE

City Clerk

Parking Control

City Council

City Utilities

Community Development

Finance and Administration

COMOT	ADMINISTRATIVE ASSISTANT
PAT	ASSISTANT DEPUTY CLERK
PAT	DEPUTY CLERK
COMOT	VIOLATIONS BUREAU SPECIALIST
COMOT	VIOLATIONS COURT ADMINISTRATOR
PAT	PARKING ENFORCEMENT SUPERVISOR
PAT	VIOLATIONS BUREAU SUPERVISOR
PAT	CITY COUNCIL ADMINISTRATOR
UC	CITY COUNCIL ATTORNEY
PAT	ACCOUNTANT
COMOT	ACCOUNTING CLERK
COMOT	ADMINISTRATIVE ASSISTANT
EXE	ASSOCIATE CITY ATTORNEY
PAT	ASSISTANT MANAGER
COMOT	ASSISTANT MANAGER
PAT	ASSISTANT PROGRAM MANAGER
PAT	ASSISTANT SUPERINTENDENT
PAT	CMMS ADMINISTRATOR
LTC	CONSTRUCTION SUPERVISOR
PAT	CUSTOMER RELATIONS MANAGER
COMOT	CUSTOMER RELATIONS REPRESENTATIVE
SO	DEPUTY DIRECTOR
PAT	DIRECTOR OF FINANCE
EXE	DIRECTOR OF CITY UTILITIES
PAT	ENGINEERING ASSOCIATE
SO	ENGINEERING PROGRAM MANAGER
SO	ENGINEER
PAT	HANSEN ADMINISTRATOR
COMOT	INTERN/SEASONAL
LTC	INTERN/SEASONAL
PAT	MANAGER
SO	MANAGER OF ENGINEERING
PAT	PROGRAM MANAGER
PAT	PUBLIC INFORMATION OFFICER
EXE	SUPERINTENDENT
PAT	SUPERVISOR
LTC	SUPERVISOR
PAT	UTILITY SERVICES MANAGER
PAT	ACCOUNTANT
COMOT	ADMINISTRATIVE ASSISTANT
PAT	CD ADMINISTRATOR
PAT	CD MANAGER
PAT	CD SPECIALIST
EXE	DEPUTY DIRECTOR
EXE	DIRECTOR OF COMMUNITY DEVELOPMENT
PAT	DIRECTOR OF FINANCE
POLE	FIELD SUPERVISOR
COMOT	INTERN/SEASONAL
PAT	OFFICE SUPERVISOR
COMOT	WEED PROGRAM INSPECTOR
PAT	ACCOUNTANT

1		COMOT	ACCOUNTING CLERK
		COMOT	ADMINISTRATIVE ASSISTANT
		EXE	CHIEF INFORMATION OFFICER
		EXE	CITY CONTROLLER
2		PAT	COMPLIANCE ADMINISTRATOR
		COMOT	COMPLIANCE INVESTIGATOR
		PAT	COMPLIANCE OFFICER
3		EXE	DEPUTY CONTROLLER
		PAT	DEPUTY DIRECTOR
		PAT	DIRECTOR OF PURCHASING SERVICES
4		COMOT	INTERN/SEASONAL
		PAT	PAYROLL COORDINATOR
5		PAT	PAYROLL MANAGER
		PAT	PAYROLL PRACTITIONER
6		PAT	PROPERTY MANAGER
		PAT	PURCHASING SUPERVISOR
7		PAT	SENIOR ACCOUNTANT/ANALYST
		COMOT	SENIOR BUYER
8	<u>Benefits</u>		
		PAT	BENEFITS & COMMUNICATIONS MANAGER
9		PAT	BENEFITS & WELLNESS COORDINATOR
		COMOT	INTERN/SEASONAL
10	<u>Risk Management</u>		
		COMOT	ADMINISTRATIVE ASSISTANT
11		PAT	DIRECTOR OF RISK MANAGEMENT
		PAT	RISK MANAGEMENT SPECIALIST
		PAT	SAFETY CLAIMS/INVESTIGATOR
12	<u>Mayor's Office</u>		
		COMOT	ADMINISTRATIVE ASSISTANT
13		PAT	CITIZEN SERVICES SPECIALIST
		PAT	CITIZEN SERVICES SUPERVISOR
14		PAT	COMMUNITY LIAISON
		PAT	DIRECTOR OF CITIZEN SERVICES
15		EXE	DIRECTOR OF HUMAN RESOURCES
		PAT	DIRECTOR OF PUBLIC INFORMATION
		EXE	DEPUTY MAYOR
16		COMOT	EXECUTIVE ASSISTANT
		PAT	HR GENERALIST
17		COMOT	HR SPECIALIST
		COMOT	INTERN/SEASONAL
18		PAT	LABOR RELATIONS MANAGER
		PAT	LEGISLATIVE & BUSINESS LIAISON
19		PAT	MANAGER
		PAT	PUBLIC INFORMATION OFFICER
20	<u>Law Department</u>		
		COMOT	ADMINISTRATIVE ASSISTANT
21		EXE	ASSOCIATE CITY ATTORNEY
		EXE	CITY ATTORNEY
22	<u>Internal Audit</u>		
		EXE	DIRECTOR OF INTERNAL AUDIT
		PAT	STAFF AUDITOR
23	<u>Metro Human Relations Commission</u>		
		COMOT	ADMINISTRATIVE ASSISTANT
24		EXE	EXECUTIVE DIRECTOR
		COMOT	INTERN/SEASONAL
25		COMOT	INVESTIGATOR
		PAT	LEAD INVESTIGATOR
		PAT	STAFF COUNSEL
26	<u>Parks and Recreation</u>		
		COMOT	ADMINISTRATIVE ASSISTANT
27		LTC	ASSISTANT GOLF SUPERINTENDENT
		PAT	ASSISTANT SUPERVISOR
28		EXE	DEPUTY DIRECTOR
		EXE	DIRECTOR OF PARKS
29		UC	GOLF COURSE PRO/MANAGER
30			

1	PAT	GOLF GREEN SUPERINTENDENT
	PAT	LANDSCAPE ARCHITECT
	PAT	MANAGER
2	PAT	OUTDOOR RECREATION COORDINATOR
	PAT	PROGRAM FACILITY COORDINATOR
	PAT	PROJECT MANAGEMENT TECHNICIAN
3	PAT	PUBLIC INFORMATION OFFICER
	PAT	SUPERINTENDENT
	LTC	SUPERVISOR
4	COMOT	SUPERVISOR
	COMOT	AQUATIC CENTER MANAGER
5	COMOT	AQUATIC SUPERVISOR
	COMOT	ASSISTANT GOLF PRO MANAGER
6	COMOT	BASKETBALL PROGRAM COORDINATOR
	COMOT	BASKETBALL SITE SUPERVISOR
7	PAT	BASKETBALL STAFF
	LTC	CAMP ASSISTANT SUPERVISOR
	PAT	CAMP COUNSELORS
8	COMOT	CAMP SUPERVISOR
	LTC	CLERICAL
9	COMOT	GOLF ASSISTANT GREEN SUPERINTENDENT
	LTC	GOLF CASHIER/STARTER
10	COMOT	GOLF COURSE MAINTENANCE
	COMOT	HURSH TOWN ATTENDANT
11	COMOT	HURSH TOWN SUPERVISOR
	LTC	INTERN/SEASONAL
12	COMOT	LIFEGUARD
	LTC	LIFETIME SPORTS ACADEMY COORDINATOR
	LTC	LINDENWOOD STAFF
13	LTC	MAINTENANCE - UTILITY SECURITY PERSON
	LTC	MAINTENANCE - SEASONAL
14	COMOT	NATURALIST
	COMOT	PLAYGROUND LEADER
15	PAT	PLAYGROUND STAFF
	COMOT	PLAYGROUND SUPERVISOR
16	COMOT	POOL STAFF (NON-CERTIFIED)
	COMOT	POOL-HEAD LIFEGUARD
17	COMOT	PRESCHOOL/YOUTH SPORTS COORDINATOR
	COMOT	PRESCHOOL/YOUTH STAFF
18	COMOT	PROJECT MANAGEMENT TECHNICIAN
	COMOT	RECREATION CENTER LEADER
19	COMOT	RECREATION LEADER
	COMOT	RECREATION SITE SUPERVISOR
20	COMOT	RECREATION SPECIALIST
	LTC	SPECIAL EVENTS COORDINATOR
21	LTC	TENNIS INSTRUCTOR
	PAT	TENNIS PROGRAM COORDINATOR
22	LTC	THEATRE MANAGER
	LTC	THEATRE ASSISTANT MANAGER
	LTC	THEATRE ATTENDANT
	COMOT	THEATRE TECHNICIAN
		WEEKEND/EVENING
23	<u>Public Works</u>	RECEPTIONIST/HOST(ESS)
24	PAT	ACCOUNTANT
	COMOT	ADMINISTRATIVE ASSISTANT
25	PAT	BOARD OF PUBLIC WORKS MANAGER
	COMOT	CLERK TO BOARD
26	EXE	DIRECTOR OF PUBLIC WORKS
	PAT	DIRECTOR OF TRANSPORTATION
27	PAT	ADMINISTRATION SUPPORT
	PAT	FLOOD CONTROL MANAGER
28	LTC	FLOOD MAINTENANCE MANAGER
	COMOT	GREENWAYS MANAGER
29	LTC	INTERN/SEASONAL
	LTC	INTERN/SEASONAL
30	LTC	LIGHTING DIVISION SEASONAL
		LIGHTING FOREMAN

1		PAT COMOT PAT LTC	MANAGER PUBLIC WORKS MANAGER PROGRAM MANAGER SUPERVISOR STREET LIGHT WAREHOUSE
2	<u>Fleet Management</u>		
3		COMOT PAT PAT	ADMINISTRATIVE ASSISTANT DIRECTOR OF FLEET MANAGEMENT FLEET SYSTEM ANALYST
4	<u>Street Department</u>		
5		COMOT LTC EXE LTC LTC	ADMINISTRATIVE ASSISTANT ASSISTANT STREET COMMISSIONER STREET COMMISSIONER GENERAL FOREMAN LEAF PICK-UP LABORER
6	<u>Street Project Management; Transportation Engineering</u>		
7		PAT EXE PAT	ASSISTANT CITY ENGINEER CITY ENGINEER MANAGER
8	<u>Traffic Engineering</u>		
9		COMOT PAT	ADMINISTRATIVE ASSISTANT ASSISTANT TRAFFIC ENGINEER
10		COMOT PAT LTC LTC LTC LTC LTC LTC PAT LTC	CLERICAL DIRECTOR TRAFFIC OPERATIONS INTERN/SEASONAL SIGN & MARKING FOREMAN SIGN & MARKING SUPERVISOR SIGN DIVISION SEASONAL SIGNAL DIVISION SEASONAL SIGNAL FOREMAN TRAFFIC ENGINEER TRAFFIC OPERATIONS SUPERVISOR

15 **SECTION. 4.** Pursuant to State Statute economic conditions must be approved by the
16 Common Council. Such economic conditions include, but are not limited to, base pay and monetary fringe
17 benefits. These matters will be negotiated by and between the City and the appropriate bargaining unit for the
18 year 2014. Upon conclusion of such negotiations the appropriate Ordinances shall be submitted to the Common
19 Council for approval.

19 **SECTION 5.** In addition to the compensation for positions listed herein the City shall
20 contribute 3% of employees' salary to the Public Employees Retirement Fund (PERF).

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

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

28 **SECTION 7.** From and after the first day of January, 2014 all appointed officers,
29 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.

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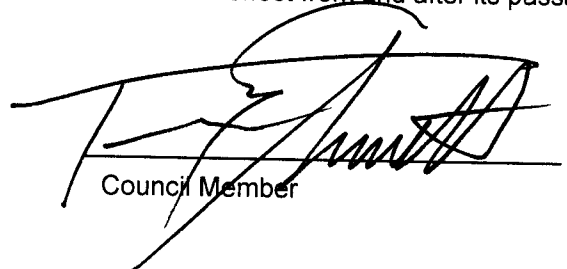
SECTION 8. That all Departments subject to this Ordinance will conform to the Official City's Personnel Policies and Procedures relating to hiring, pay, and other related practices, approved by the Mayor and administered by the City's Human Resources Department.

SECTION 9. 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.

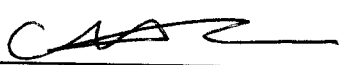
SECTION 10. The Municipal Code of the City of Fort Wayne references, in codification form, salary ordinances previously adopted by the City Council for past years. Such salary ordinances have a duration of one year and thus, with the exception of the 2013 salary ordinances, have expired. Commencing January 1, 2014, any conflict between the terms and conditions hereof and any previous ordinance shall be resolved in favor of the most recently enacted ordinance.

SECTION 11. 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 12. 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


Carol Helton, City Attorney

2014 SALARY GRID

EXHIBIT "A"

<u>JOB CLASSIFICATION</u>	<u>MIN</u>	<u>MAX</u>
COMOT (Temp/Seasonal)	\$ 7.25/hr	\$ 15.00/hr
COMOT (Part Time)	\$7.25/hr	\$26.47/hr
COMOT	\$24,483.32	\$55,052.67
POLE (Temp/Seasonal)	\$ 7.25/hr	\$ 15.00/hr
POLE (Part Time)	\$7.25/hr	\$42.72/hr
POLE	\$30,398.81	\$88,853.24
LTC (Temp/Seasonal)	\$ 7.25/hr	\$ 15.00/hr
LTC (Part Time)	\$ 7.25/hr	\$30.29/hr
LTC	\$32,130.67	\$62,995.78
PAT (Temp/Seasonal)	\$ 7.25/hr	\$ 15.00/hr
PAT (Part Time)	\$ 7.25/hr	\$38.95/hr
PAT	\$31,419.27	\$81,010.56
EXE	\$70,844.92	\$131,853.32
SO	\$63,470.90	\$108,934.08

Public Hearing Date, if applicable _____

Read the first time in full and on motion by Councilman Thomas Smith
Read the second time by title and referred to the Finance Committee
Committee. Read the third time in full and on motion by Councilman
Smith, placed on passage by the following vote:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
<u>TOTAL VOTES</u>	<u>8</u>	_____	<u>1</u>	_____
BENDER	_____	_____	<u>✓</u>	_____
CRAWFORD	<u>✓</u>	_____	_____	_____
DIDIER	<u>✓</u>	_____	_____	_____
HARPER	<u>✓</u>	_____	_____	_____
HINES	<u>✓</u>	_____	_____	_____
JEHL	<u>✓</u>	_____	_____	_____
PADDOCK	<u>✓</u>	_____	_____	_____
SHOAF	<u>✓</u>	_____	_____	_____
SMITH	<u>✓</u>	_____	_____	_____

DATED: 9-24-13 Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as
(ANNEXATION) (APPROPRIATION) (GENERAL) (SPECIAL) (ZONING) ORDINANCE
(RESOLUTION) NO. S-83-13 on the 24th day of
September, 2013

Sandra E. Kennedy ATTEST:
SANDRA E. KENNEDY,
CITY CLERK

Thomas F. Didier
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 25th day
of September, 2013, at the hour of 1:00 o'clock P.M. E.S.T.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 30th day of SEPTEMBER

2013, at the hour of 12:30 o'clock PM E.S.T.

Thomas C. Henry
THOMAS C. HENRY, MAYOR

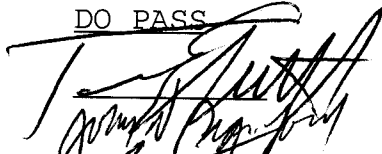
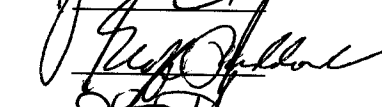
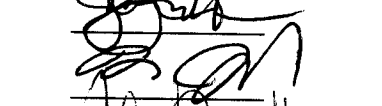
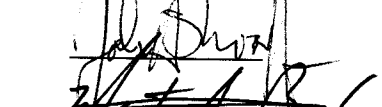
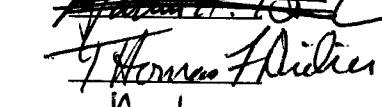
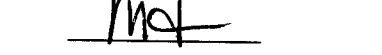




BILL NO. S-13-09-14

REPORT OF THE COMMITTEE ON FINANCE

SEPTEMBER 17, 2013

TOM SMITH – CHAIR
JOHN CRAWFORD – CO-CHAIR
ALL COUNCIL MEMBERS

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 the year 2014.

<u>DO PASS</u>	<u>DO NOT PASS</u>	<u>ABSTAIN</u>	<u>NO REC</u>
			
			
			
			
			
			
			
			
			
			

SANDRA E. KENNEDY
CITY CLERK