

**RESOLUTION No. 18-170**

**A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING THE JOB DESCRIPTIONS, APPLICABLE SALARY SCALE AND APPLICABLE PERFORMANCE MEASURES AND METRICS FOR POSITIONS IN THE 2018–19 FISCAL BUDGET AS APPROVED BY THE CITY COUNCIL; APPROVING THE UPDATED CITYWIDE PAY PLAN TO INCLUDE NEW POSITIONS AND APPROVED BUDGETED ADJUSTMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the approved and adopted 2018–2019 Fiscal Year Budget for the City of Doral (the “City”) contemplated the creation and provided funding for the newly created position in the City, including: “Laborer II”, “Quartermaster”, “Property & Evidence Supervisor”, “Facility Maintenance Foreman”, “Executive Legal Assistant, “Floodplain Assistant”, General Services Administrator/ Sustainability”, and Transportation Analyst” (the “Positions”); and

**WHEREAS**, Section 2-7 of the City Code of Ordinance requires, in part, that “the creation of new full time employment positions” be approved by the Mayor and City Council, along with “[a] complete description of the duties and responsibilities of the position created or modified; [t]he applicable salary scale and other monetary and non-monetary benefits attached to the position created or modified; and [t]he applicable performance measures and metrics to be utilized in assessing the performance of individuals that will be hired to fill the position created or modified”; and

**WHEREAS**, Staff has recommended approval of the job descriptions, salary scales, and performance measures and metrics, associated with the Positions, as provided in the September 18<sup>th</sup>, 2018 Memorandum from the Human Resources

Department, which is attached hereto as Exhibit “A” and incorporated herein and made a part hereof by this reference; and

**WHEREAS**, via Resolution 15-88, in May of 2015, the City Council approved a citywide Job Classification and Pay Plan (the “Pay Plan”), which specified the new and/or revised job titles and corresponding pay ranges for all City employees; and

**WHEREAS**, from time to time, the City needs to adjust the Pay Plan to account for new positions and/or approved budgetary adjustments; and

**WHEREAS**, staff has recommended the City Council approve the updated Pay Plan, attached hereto as Exhibit “B”, which is incorporated herein and made a part hereof by this reference, that takes into account the new positions and budgetary adjustment for fiscal year 2018–2019.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by this reference.

**Section 2. Approval.** The job descriptions, salary scales, and performance measures and metrics associated with the “Laborer II”, “Quartermaster”, “Legal Secretary”, “Property & Evidence Supervisor”, “Facility Maintenance Foreman”, “Executive Legal Assistant, “Floodplain Assistant”, General Services Administrator/ Sustainability”, and Transportation Analyst” as provided in Exhibit “A” and Exhibit “C”, are hereby approved. The updated Pay Plan, attached in Exhibit “B”, accounting for new position and budgetary adjustment for fiscal year 2018–2019, are hereby approved.

**Section 3. Implementation.** The City Manager, the City Clerk, and the City Attorney are hereby authorized to take such other action as is necessary to implement the provisions of this Resolution.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution was offered by Councilmember Cabrera who moved its adoption. The motion was seconded by Vice Mayor Rodriguez and upon being put to a vote, the vote was as follows:

Mayor Juan Carlos Bermudez	Yes
Vice Mayor Ana Maria Rodriguez	Yes
Councilman Pete Cabrera	Yes
Councilwoman Christi Fraga	Yes
Councilwoman Claudia Mariaca	Yes


PASSED AND ADOPTED this 18 day of September, 2018.

  
\_\_\_\_\_  
JUAN CARLOS BERMUDEZ, MAYOR

ATTEST:

  
\_\_\_\_\_  
CONNIE DIAZ, CMC  
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY  
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:

  
\_\_\_\_\_  
LUIS FIGUEREDO, ESQ.  
CITY ATTORNEY

# EXHIBITS




## MEMORANDUM

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**Date:** September 18<sup>th</sup>, 2018

**To:** The Honorable Mayor and Members of the City Council

**Via:** Edward A. Rojas, City Manager 

**From:** Francisco Rios, Human Resources Director

**Subject:** New Job Descriptions for FY 2018–2019

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### Background:

Section 2-7 of the City of Doral ("City") Code of Ordinance requires, in part, that "the creation of new full time employment positions" be approved by the Mayor and City Council, along with "[a] complete description of the duties and responsibilities of the position created or modified; [t]he applicable salary scale and other monetary and non-monetary benefits attached to the position created or modified; and [t]he applicable performance measures and metrics to be utilized in assessing the performance of individuals that will be hired to fill the position created or modified."

In accordance with this ordinance and pursuant to the approval of City Budget for the Fiscal Year 2018-2019 ("FY18/19"), the Human Resources ("HR") Department has prepared job classifications for new positions contemplated in the budget. This includes assigning appropriate pay grades and FLSA classifications. The job descriptions, pay grades, and FLSA classifications were determined by conducting job analysis, through our pay and classification consultants, Evergreen Solutions, for all newly approved positions and reclassifications. As a result of the creation of the following new positions and other budgetary adjustments, the HR Department has also prepared an update to the Citywide Classification and Pay Plan (the "Pay Plan").

### New positions:

- Laborer II (Public Works)

The Laborer II performs a wide variety of routine and semiskilled tasks, requiring sustained physical effort and the use of large power equipment. This is the second level of a two-level series. It is distinguished from the lower level by the general nature of supervision received, by increased record keeping requirements and by the operation of large power equipment and vehicles. The salary range is \$31,305.47 to \$43,827.65 annually. The position grade is 104.

- Quartermaster (Police)

This position is responsible for the management, control, accountability and distribution of equipment and uniforms for all employees; orders and maintains an inventory of all equipment, materials and supplies, including ammunition, firearms and range supplies. The Police Quartermaster is a non-sworn position within the police department. The salary range is \$37,973.65 to \$56,960.48 annually. The position grade is 108.

- Executive Legal Assistant (City Attorney)

This position is responsible for administrative/secretarial work at an executive level, in support of the City Attorney's Office. Duties encompass complex, often confidential, administrative/legal tasks and projects requiring independent judgment and action. This work also involves the management and assistance of all assignments, emails, projects, inquiries, and phone calls of the City Attorney to ensure efficient operations. The salary range is \$47,262.21 to \$73,256.43 annually. The position grade is 112.

- Property & Evidence Supervisor (Police Department)

This is complex work involving the supervision of employees engaged in all aspects of property and/or evidence control. An employee in this class must be very knowledgeable of all laws and policies which govern property and evidence, including weapons, valuables and cash, drug paraphernalia, and any other items which may be utilized as evidence. The work involves assuring that a very high level of security is maintained in the assigned work areas. The salary range is \$40,498.90 to \$60,748.36 annually. The position grade is 109.

- Facility Maintenance Foreman (Public Works)

The Facility Foreman is responsible for the supervision, safety and maintenance of all assigned City facilities. This position supervises the Facility Maintenance Technicians, Facility Maintenance Technician Assistant, engaged in maintenance and repairs of City facilities buildings, grounds, and equipment. The salary range is \$40,498.90 to \$60,748.36 annually. The position grade is 109.

**Positions being reclassified to new job classifications:**

- Floodplain Assistant (Building)

The Plans Processing Clerk II position is being reclassified to Flood Plain Assistant. This position is receiving a change in pay grade and salary adjustment; pay grade is 107 and has a salary range of \$35,773.58 to \$53,660.36.

- General Services Administrator/ Sustainability (Public Works)

The General Services Administrator position is being reclassified to General Services Administrator/ Sustainability and will remain budgeted in the same grade. The annual salary range is \$50,168.83 to \$77,761.70. The position will remain in pay grade 113.

- Transportation Analyst (Public Works/Transportation)

The Transportation Engineer position is being reclassified to Transportation Analyst and will remain budgeted in the same grade. The annual salary range is \$53,505.07 to \$82,932.85. The Position will remain in pay grade 114.

All aforementioned job classification will be evaluated annually using the performance evaluation metrics & competencies listed below:

- 1) **Skill level and Job knowledge:** Skills and knowledge demonstrated in the position and his/her understanding of all phases of the job.
- 2) **Quality of work:** Accuracy, completeness and thoroughness of work performed. This includes attention to details and verifying work for adherence to standards.
- 3) **Quantity of work:** The amount of work produced and completed successfully. This also includes flexibility in accommodating work interruptions and changes in priorities
- 4) **Initiative and Interpersonal Development:** Employee's initiative and resourcefulness in accomplishing work beyond his/her assigned duties. The desire to broaden his/her knowledge base to enhance his/her skills.
- 5) **Dependability:** Compliance to policies and procedures regarding absenteeism and tardiness.
- 6) **Planning and Organizing skills:** Ability to analyze problems and prioritize assignments. Keeping work area in order.
- 7) **Communications Skills/Job courtesy and Behavior:** Effectiveness of written and oral communication skills with co-workers and/or customers in the performance of duties. The employee's personal courtesy, disposition and general outlook towards job requirements, job assignments, other employees and the public.
- 8) **Judgment and Problem solving:** Recognizing a problem, determining options to correct the problem and making a decision.

Each position will be evaluated using the following evaluation scale: **Scale**

**4 = Exceptional**

**3 = Above Average**

**2= Average**

**1= Below Average**

**0 = Unacceptable**

**Description**

Performance far exceeds job requirements by instituting change in policy or program

Performance exceeds job requirements

Performance met job requirements

Some job requirements may be met but performance needs improvement.

Performance is consistently below acceptable standards. Immediate and substantial improvement is required. Performance continued at this level is grounds for dismissal

**Updated Citywide Pay Plan:**

In May of 2015, the City Council, via Resolution 15-88, approved a Pay Plan which specified the new and/or revised job titles and corresponding pay ranges for all City employees. As new positions are created, and/or existing positions modified, the Pay Plan should be revised to account for these changes. The HR

Department has updated the City Pay Plan to account for the new positions specified herein. The updated Pay Plan also accounts for the two percent (2%) cost of living adjustment authorized by the City Council in the FY18/19 Budget. A copy of the updated Pay Plan is attached to this memorandum.

**Recommendation:**

Staff has recommended the Mayor and City Council approve the new positions with their corresponding job descriptions, metrics, and applicable pay scale, as well as the updated Pay Plan. Enclosed you will find the job descriptions for the above referenced positions and updated pay plan.

*/Encl. Job Descriptions, Pay Plan.*





CITY OF DORAL  
CLASSIFICATION & COMPENSATION STUDY  
OCTOBER 1ST, 2018

NEW POSITIONS

Position Title	Classification	Department	Grade	Min	Mid	Max
Laborer II	Laborer II	Public Works	104	\$31,305.47	\$37,566.57	\$43,827.65
Quartermaster	Quartermaster	Police	108	\$37,973.65	\$47,467.07	\$56,960.48
Property & Evidence Supervisor	Property & Evidence Supervisor	Police	109	\$40,498.90	\$50,623.63	\$60,748.36
Facility Maintenance Foreman	Facility Maintenance Foreman	Public Works	109	\$40,498.90	\$50,623.63	\$60,748.36
Executive Legal Assistant	Executive Legal Assistant	Office of the City Attorney	112	\$47,262.21	\$60,259.32	\$73,256.43

POSITION RECLASSIFICATIONS TO NEW POSITIONS

Current Position	New Classification	Department	Grade	Min	Mid	Max
Plans Processing Clerk II	Floodplain Assistant	Building	108	\$37,973.65	\$47,467.07	\$56,960.48
General Services Administrator	General Services Administrator / Sustainability	Public Works	113	\$50,168.83	\$63,965.27	\$77,761.70
Transportation Engineer	Transportation Analyst	Public Works	114	\$53,505.07	\$68,218.95	\$82,932.85



**CITY OF DORAL  
CLASSIFICATION & PAY PLAN  
OCTOBER 1ST, 2018**

Position Title	Classification	Department	Grade	Min	Mid	Max
Facilities Janitor	Facilities Janitor	Public Works	101	\$26,173.98	\$31,408.78	\$36,643.58
Laborer I	Laborer I	Public Works	102	\$27,652.82	\$33,183.38	\$38,713.94
Clerical Aide	Clerical Aide	City Manager/ Police	103	\$29,353.47	\$35,224.16	\$41,094.84
PT Clerical Aide	PT Clerical Aide	City Manager/ Police	103	\$29,353.47	\$35,224.16	\$41,094.84
Receptionist (3rd Floor)	Receptionist (3rd Floor)	City Manager	103	\$29,353.47	\$35,224.16	\$41,094.84
Transit Road Supervisor	Transit Road Supervisor	Public Works	103	\$29,353.47	\$35,224.16	\$41,094.84
Mail Clerk	Mail Clerk	Public Works	103	\$29,353.47	\$35,224.16	\$41,094.84
Clerical Aide II	Clerical Aide II	City Manager	104	\$31,305.47	\$37,566.57	\$43,827.65
Laborer II	Laborer II	Public Works	104	\$31,305.47	\$37,566.57	\$43,827.65
Solution Center Representative	Solution Center Representative	Building	104	\$31,305.47	\$37,566.57	\$43,827.65
Cashier	Cashier	Finance	105	\$33,543.81	\$40,252.57	\$46,961.33
Procurement Service Assistant	Procurement Service Assistant	Finance	105	\$33,543.81	\$40,252.57	\$46,961.33
Police Review Specialist	Police Review Specialist	Police	105	\$33,543.81	\$40,252.57	\$46,961.33
Police Records Specialist	Police Records Specialist	Police	105	\$33,543.81	\$40,252.57	\$46,961.33
Police Service Aide	Police Service Aide	Police	105	\$33,543.81	\$40,252.57	\$46,961.33
Police Officer Trainee	Police Officer Trainee	Police	105	\$33,543.81	\$40,252.57	\$46,961.33
Admin Assistant-Building Official	Administrative Assistant I	Building	106	\$33,860.46	\$42,325.58	\$50,790.69
Admin Assistant-Parks & Recreation Director	Administrative Assistant I	Parks & Recreation	106	\$33,860.46	\$42,325.58	\$50,790.69
Admin Assistant-Public Works Director	Administrative Assistant I	Public Works	106	\$33,860.46	\$42,325.58	\$50,790.69
Admin Assistant-ED & PA	Administrative Assistant I	Finance	106	\$33,860.46	\$42,325.58	\$50,790.69
Accounting Clerk -P&R	Accounting Clerk -P&R	Parks & Recreation	106	\$33,860.46	\$42,325.58	\$50,790.69
Building Clerk	Building Clerk	Building	106	\$33,860.46	\$42,325.58	\$50,790.69
Building Records Clerk	Building Records Clerk	Building	106	\$33,860.46	\$42,325.58	\$50,790.69
Code Compliance Clerk	Code Compliance Clerk	Code	106	\$33,860.46	\$42,325.58	\$50,790.69
Facility Maintenance Technician Assistant	Facility Maintenance Technician Assistant	Public Works	106	\$33,860.46	\$42,325.58	\$50,790.69
Finance Clerk	Finance Clerk	Finance	106	\$33,860.46	\$42,325.58	\$50,790.69
Assistant Community Center Manager	Assistant Community Center Manager	Parks & Recreation	106	\$33,860.46	\$42,325.58	\$50,790.69
Assistant Park Manager	Lead Service Aide	Parks & Recreation	106	\$33,860.46	\$42,325.58	\$50,790.69
Occupational Licensing Clerk	Occupational Licensing Clerk	Planning & Zoning	106	\$33,860.46	\$42,325.58	\$50,790.69
Permit Clerk	Permit Clerk	Building	106	\$33,860.46	\$42,325.58	\$50,790.69
Plans Processing Clerk I	Plans Processing Clerk I	Building	106	\$33,860.46	\$42,325.58	\$50,790.69
Police Property & Evidence Specialist	Police Property & Evidence Specialist	Police	106	\$33,860.46	\$42,325.58	\$50,790.69
Police Record Specialist Teletype (PRS)	Police Record Specialist Teletype (PRS)	Police	106	\$33,860.46	\$42,325.58	\$50,790.69
PT Code Compliance Clerk	PT Code Compliance Clerk	Code	106	\$33,860.46	\$42,325.58	\$50,790.69
Public Works Permit Clerk	Public Works Permit Clerk	Public Works	106	\$33,860.46	\$42,325.58	\$50,790.69
Accounting Clerk	Accounting Clerk	Finance	107	\$35,773.58	\$44,716.98	\$53,660.36
Admin Assistant/Asset Specialist	Administrative Assistant II	IT	107	\$35,773.58	\$44,716.98	\$53,660.36
Admin Assistant/Finance Assistant	Administrative Assistant II	Finance	107	\$35,773.58	\$44,716.98	\$53,660.36
Police Administrative Asst.	Administrative Assistant II	Police	107	\$35,773.58	\$44,716.98	\$53,660.36

Position Title	Classification	Department	Grade	Min	Mid	Max
Administrative Assistant/Outdoor Events Coordinator	Administrative Assistant II	Planning & Zoning	107	\$35,773.58	\$44,716.98	\$53,660.36
Nature Facility Manager	Nature Facility Manager	Parks & Recreation	107	\$35,773.58	\$44,716.98	\$53,660.36
Facility Maintenance Technician	Facility Maintenance Technician	Public Works	107	\$35,773.58	\$44,716.98	\$53,660.36
Plans Processing Clerk II	Plans Processing Clerk II	Building	107	\$35,773.58	\$44,716.98	\$53,660.36
Accounting Clerk/ Permit Clerk	Accounting Clerk/ Permit Clerk	Public Works	107	\$35,773.58	\$44,716.98	\$53,660.36
Community Center Manager	Community Center Manager	Parks & Recreation	108	\$37,973.65	\$47,467.07	\$56,960.48
Human Resources Assistant	Human Resources Assistant	HR	108	\$37,973.65	\$47,467.07	\$56,960.48
Parks Maintenance Technician	Parks Maintenance Technician	Parks & Recreation	108	\$37,973.65	\$47,467.07	\$56,960.48
Park Manager	Parks Supervisor	Parks & Recreation	108	\$37,973.65	\$47,467.07	\$56,960.48
Police Field Logistics Specialist	Police Field Logistics Specialist	Police	108	\$37,973.65	\$47,467.07	\$56,960.48
Records Management Specialist	Records Management Specialist	Police	108	\$37,973.65	\$47,467.07	\$56,960.48
Special Needs Program Specialist	Special Needs Program Specialist	Parks & Recreation	108	\$37,973.65	\$47,467.07	\$56,960.48
Quartermaster	Quartermaster	Police	108	\$37,973.65	\$47,467.07	\$56,960.48
Cultural Events Specialist	Cultural Events Specialist	Parks & Recreation	109	\$40,498.90	\$50,623.63	\$60,748.36
Property & Evidence Supervisor	Property & Evidence Supervisor	Police	109	\$40,498.90	\$50,623.63	\$60,748.36
Crew Supervisor	Crew Supervisor	Public Works	109	\$40,498.90	\$50,623.63	\$60,748.36
Crime Scene Technician	Crime Scene Technician	Police	109	\$40,498.90	\$50,623.63	\$60,748.36
Events Specialist	Events Specialist	Parks & Recreation	109	\$40,498.90	\$50,623.63	\$60,748.36
Help Desk Specialist	Help Desk Specialist	IT	109	\$40,498.90	\$50,623.63	\$60,748.36
Payroll Specialist	Payroll Specialist	Police/ Finance	109	\$40,498.90	\$50,623.63	\$60,748.36
News Producer	News Producer	Public Affairs	109	\$40,498.90	\$50,623.63	\$60,748.36
Parks Foreman	Parks Foreman	Parks & Recreation	109	\$40,498.89	\$50,623.63	\$60,748.36
Permitting System Analyst	Permitting System Analyst	IT	110	\$43,394.57	\$54,243.21	\$65,091.86
Court Liason Coordinator	Court Liason Coordinator	Police	110	\$43,394.57	\$54,243.21	\$65,091.86
GIS Technician	GIS Technician	IT	110	\$43,394.57	\$54,243.21	\$65,091.86
Stormwater Technician	Stormwater Technician	Public Works	110	\$43,394.57	\$54,243.21	\$65,091.86
AA & Special Magistrate Agenda Coord	Administrative Assistant - Special Magistrate	Code	111	\$44,734.70	\$57,036.74	\$69,338.78
Code Compliance Officer I	Code Compliance Officer I	Code	111	\$44,734.70	\$57,036.74	\$69,338.78
AV Systems Technician	AV Systems Technician	IT	112	\$47,262.21	\$60,259.32	\$73,256.43
Code Compliance Officer II	Code Compliance Officer II	Code	112	\$47,262.21	\$60,259.32	\$73,256.43
Communication Supervisor	Communication Supervisor	Police	112	\$47,262.21	\$60,259.32	\$73,256.43
Executive Assistant to the Chief of Police	Executive Assistant to the Chief of Police	Police	112	\$47,262.21	\$60,259.32	\$73,256.43
Executive Legal Assistant	Executive Legal Assistant	City Attorney	112	\$47,262.21	\$60,259.32	\$73,256.43
Executive Assistant/Advisory Board Coordinator	Executive Assistant/Advisory Board Coordinator	City Clerk	112	\$47,262.21	\$60,259.32	\$73,256.43
IT Technician	IT Technician	IT	112	\$47,262.21	\$60,259.32	\$73,256.43
IT Technician (Public Safety)	IT Technician Public Safety	Police	112	\$47,262.21	\$60,259.32	\$73,256.43
Parks Operations Administrator	Parks Operations Administrator	Parks & Recreation	112	\$47,262.21	\$60,259.32	\$73,256.43
Police Crime Analyst Specialist	Police Crime Analyst Specialist	Police	112	\$47,262.21	\$60,259.32	\$73,256.43
Procurement Specialist	Procurement Specialist	Finance	112	\$47,262.21	\$60,259.32	\$73,256.43

Position Title	Classification	Department	Grade	Min	Mid	Max
Record Specialist and Local Hearing Administrator	Record Specialist and Local Hearing Administrator	City Clerk	112	\$47,262.21	\$60,259.32	\$73,256.43
Recreation Facility Supervisor	Recreation Facility Supervisor	Parks & Recreation	112	\$47,262.21	\$60,259.32	\$73,256.43
Transit Operations Manager	Trolley Operations Coordinator	Public Works	112	\$47,262.21	\$60,259.32	\$73,256.43
Accountant	Accountant	Finance	113	\$50,168.83	\$63,965.27	\$77,761.70
Administrative Coordinator-BD	Administrative Coordinator-BD	Building	113	\$50,168.83	\$63,965.27	\$77,761.70
Building Development Service Coordinator	Building Development Service Coordinator	Building	113	\$50,168.83	\$63,965.27	\$77,761.70
Code Compliance Officer III	Code Compliance Officer III	Code	113	\$50,168.83	\$63,965.27	\$77,761.70
Code Compliance II/Outreach Coordinator	Code Compliance Outreach Officer	Code	113	\$50,168.83	\$63,965.27	\$77,761.70
Creative Producer	Creative Producer	Public Affairs	113	\$50,168.83	\$63,965.27	\$77,761.70
Development Review Coordinator	Development Review Coordinator	Planning & Zoning	113	\$50,168.83	\$63,965.27	\$77,761.70
Finance Coordinator	Finance Coordinator	Finance	113	\$50,168.83	\$63,965.27	\$77,761.70
Foreman	Foreman	Public Works	113	\$50,168.83	\$63,965.27	\$77,761.70
General Services Administrator	General Services Administrator	Building	113	\$50,168.83	\$63,965.27	\$77,761.70
Human Resources Coordinator	Human Resources Coordinator	HR	113	\$50,168.83	\$63,965.27	\$77,761.70
Human Resources Coordinator-Police	Human Resources Coordinator-Police	HR	113	\$50,168.83	\$63,965.27	\$77,761.70
Human Resources Specialist	Human Resources Specialist	HR	113	\$50,168.83	\$63,965.27	\$77,761.70
Police Special Events Coordinator	Police Special Events Coordinator	Police	113	\$50,168.83	\$63,965.27	\$77,761.70
Project Inspector	Project Inspector	Public Works	113	\$50,168.83	\$63,965.27	\$77,761.70
Project Engineer	Project Engineer	Public Works	113	\$50,168.83	\$63,965.27	\$77,761.70
Public Relations Coordinator	Public Relations Coordinator	Public Affairs	113	\$50,168.83	\$63,965.27	\$77,761.70
Recreation Marketing & Sponsorship Coordinator	Recreation Marketing & Sponsorship Coordinator	Parks & Recreation	113	\$50,168.83	\$63,965.27	\$77,761.70
Recreation Program Coordinator	Recreation Program Coordinator	Parks & Recreation	113	\$50,168.83	\$63,965.27	\$77,761.70
Special Events Coordinator	Special Events Coordinator	Parks & Recreation	113	\$50,168.83	\$63,965.27	\$77,761.70
Special Events Coordinator	Special Events Coordinator	Public Affairs	113	\$50,168.83	\$63,965.27	\$77,761.70
Athletics Coordinator	Sponsorship & Recreation Coordinator	Parks & Recreation	113	\$50,168.83	\$63,965.27	\$77,761.70
Victims Advocate	Victims Advocate	Police	113	\$50,168.83	\$63,965.27	\$77,761.70
Building Inspector	Building Inspector	Building	114	\$53,505.07	\$68,218.95	\$82,932.85
Civilian Background Investigator	Civilian Background Investigator	Police	114	\$53,505.07	\$68,218.95	\$82,932.85
Police Budget Coordinator Coordinator	Police Budget Coordinator	Police	114	\$53,505.07	\$68,218.95	\$82,932.85
Electrical Inspector	Electrical Inspector	Building	114	\$53,505.07	\$68,218.95	\$82,932.85
Fleet Maintenance Supervisor	Fleet Maintenance Supervisor	Public Works	114	\$53,505.07	\$68,218.95	\$82,932.85
Grant Writer	Grant Writer	Economic Development	114	\$53,505.07	\$68,218.95	\$82,932.85
Help Desk Supervisor	Help Desk Supervisor	IT	114	\$53,505.07	\$68,218.95	\$82,932.85
Mechanical Inspector	Mechanical Inspector	Building	114	\$53,505.07	\$68,218.95	\$82,932.85
Plumbing Inspector	Plumbing Inspector	Building	114	\$53,505.07	\$68,218.95	\$82,932.85
Roofing Inspector	Roofing Inspector	Building	114	\$53,505.07	\$68,218.95	\$82,932.85
Transportation Engineer	Transportation Engineer	Public Works	114	\$53,505.07	\$68,218.95	\$82,932.85
Webmaster	Webmaster	Public Affairs	114	\$53,505.07	\$68,218.95	\$82,932.85
Community Policing Specialist	Community Policing Specialist	Police	115	\$57,330.67	\$73,096.61	\$88,862.54

Position Title	Classification	Department	Grade	Min	Mid	Max
Criminal Identification and Evidence Supervisor	Criminal Identification and Evidence Supervisor	Police	115	\$57,330.67	\$73,096.61	\$88,862.54
Green Initiative Planner	Green Initiative Planner	Planning & Zoning	115	\$57,330.67	\$73,096.61	\$88,862.54
Economic Development/Grants Coordinator	Economic Development/Grants Coordinator	Economic Development	115	\$57,330.67	\$73,096.61	\$88,862.54
Human Resources Generalist (City & Police)	Human Resources Generalist (City & Police)	HR	115	\$57,330.67	\$73,096.61	\$88,862.54
Flood Plain Manager	Flood Plain Manager	Building	115	\$57,330.67	\$73,096.61	\$88,862.54
Media & Emergency Management Specialist	Media & Emergency Management Specialist	Police	115	\$57,330.67	\$73,096.61	\$88,862.54
Planner	Planner	Planning & Zoning	115	\$57,330.67	\$73,096.61	\$88,862.54
Chief Plans Examiner	Senior Plans Examiner	Planning & Zoning	115	\$57,330.67	\$73,096.61	\$88,862.54
GIS Developer	GIS Developer	IT	115	\$57,330.67	\$73,096.61	\$88,862.54
Sr. Executive Admin Assistant to CM	Sr. Executive Admin Assistant to CM	City Manager	115	\$57,330.67	\$73,096.61	\$88,862.54
System Analyst	System Analyst	IT	115	\$57,330.67	\$73,096.61	\$88,862.54
Plans Examiner	Plans Examiner	Building	115	\$57,330.67	\$73,096.61	\$88,862.54
Public Safety Technical Services Supervisor	Public Safety Technical Services Supervisor	Police	115	\$57,330.67	\$73,096.61	\$88,862.54
Webmaster/ Graphic Designer	Webmaster/ Graphic Designer	Public Affiars	115	\$57,330.67	\$73,096.61	\$88,862.54
Administrative Aide to the Mayor	Administrative Aide to the Mayor	Mayor & Council	116	\$60,726.41	\$78,944.34	\$97,162.26
Budget/ Grants Administrator	Budget/ Grants Administrator	Finance	116	\$60,726.41	\$78,944.34	\$97,162.26
Capital Improvement Manager	Capital Improvement Manager	Public Works	116	\$60,726.41	\$78,944.34	\$97,162.26
Chief Building Inspector	Chief Building Inspector	Building	116	\$60,726.41	\$78,944.34	\$97,162.26
Chief Electrical Inspector	Chief Electrical Inspector	Building	116	\$60,726.41	\$78,944.34	\$97,162.26
Chief Mechanical Inspector	Chief Mechanical Inspector	Building	116	\$60,726.41	\$78,944.34	\$97,162.26
Chief of Staff	Chief of Staff	Mayor & Council	116	\$60,726.41	\$78,944.34	\$97,162.26
Chief Plumbing Inspector	Chief Plumbing Inspector	Building	116	\$60,726.41	\$78,944.34	\$97,162.26
Code Compliance Field Supervisor	Code Compliance Field Supervisor	Code	116	\$60,726.41	\$78,944.34	\$97,162.26
Community Relations Coordinator	Community Relations Coordinator	Public Affairs	116	\$60,726.41	\$78,944.35	\$97,162.26
Superintendent of Streets	Superintendent of Streets	Public Works	116	\$60,726.41	\$78,944.34	\$97,162.26
Legislative Analyst/Asst. to Council Member	Legislative Analyst/Asst. to Council Member	Mayor & Council	116	\$60,726.41	\$78,944.34	\$97,162.26
Recreation Administrator	Recreation Administrator	Parks & Recreation	116	\$60,726.41	\$78,944.34	\$97,162.26
Senior Planner	Senior Planner	Planning & Zoning	116	\$60,726.41	\$78,944.34	\$97,162.26
Stormwater Utility Manager	Stormwater Utility Manager	Public Works	116	\$60,726.41	\$78,944.34	\$97,162.26
Structural Plans Examiner	Structural Plans Examiner	Building	116	\$60,726.41	\$78,944.34	\$97,162.26
Intersection Technology System Analyst	Intersection Technology System Analyst	IT	116	\$60,726.41	\$78,944.34	\$97,162.26
CRM Developer	CRM Developer	IT	117	\$64,187.82	\$83,444.17	\$102,700.51
Chief Licensing Officer	Chief Licensing Officer	Planning & Zoning	117	\$64,187.82	\$83,444.17	\$102,700.51
Database Administration Developer	Database Administration Developer	IT	117	\$64,187.82	\$83,444.17	\$102,700.51
Facility Manager	Facility Manager	Public Works	117	\$64,187.82	\$83,444.17	\$102,700.51
Human Resources Manager	Human Resources Manager	HR	117	\$64,187.81	\$83,444.17	\$102,700.51
Senior Network Analyst	Senior Network Analyst	IT	117	\$64,187.82	\$83,444.17	\$102,700.51
Senior Software Developer	Senior Software Developer	IT	117	\$64,187.82	\$83,444.17	\$102,700.51

Position Title	Classification	Department	Grade	Min	Mid	Max
Senior Systems Analyst	Senior Systems Analyst	IT	117	\$64,187.82	\$83,444.17	\$102,700.51
Chief of Engineering	Chief of Engineering	Public Works	118	\$68,135.37	\$88,575.98	\$109,016.60
Communications & Protocol Manager	Communications & Protocol Manager	Public Affairs	118	\$68,135.37	\$88,575.98	\$109,016.60
Procurement Manager	Procurement Manager	Finance	118	\$68,135.37	\$88,575.98	\$109,016.60
Economic Developer	Economic Developer	Economic Development	118	\$68,135.37	\$88,575.98	\$109,016.60
Technology Project Manager	Technology Project Manager	IT	118	\$68,135.37	\$88,575.98	\$109,016.60
Transportation Manager	Transportation Manager	Public Works	118	\$68,135.37	\$88,575.98	\$109,016.60
IT Security Manager	IT Security Manager	IT	118	\$68,135.37	\$88,575.98	\$109,016.60
Deputy City Clerk	Deputy City Clerk	City Clerk	119	\$72,666.37	\$94,466.28	\$116,266.20
Assistant Director of IT Operations	Assistant Director of IT Operations	IT	119	\$72,666.37	\$94,466.28	\$116,266.20
Assistant Building Director	Assistant Building Director	Building	119	\$72,666.37	\$94,466.28	\$116,266.20
Assistant Finance Director	Assistant Finance Director	Finance	119	\$72,666.37	\$94,466.28	\$116,266.20
Assistant HR Director	Assistant HR Director	HR	119	\$72,666.37	\$94,466.28	\$116,266.20
Assistant Parks & Recreation Director	Assistant Parks & Recreation Director	Parks & Recreation	119	\$72,666.37	\$94,466.28	\$116,266.20
Assistant Planning & Zoning Director	Assistant Planning & Zoning Director	Planning & Zoning	119	\$72,666.37	\$94,466.28	\$116,266.20
Asst. Public Works Dir/Chief of Construction	Asst. Public Works Dir/Chief of Construction	Public Works	119	\$72,666.37	\$94,466.28	\$116,266.20
Assistant Code Compliance Director	Chief of Code Compliance	Code	119	\$72,666.37	\$94,466.28	\$116,266.20
Transportation Advisor to the City Manager	Transportation Advisor to the City Manager	City Manager	122	\$87,165.86	\$115,494.75	\$143,823.66
Building Official	Building Official	Building	122	\$87,165.86	\$115,494.75	\$143,823.66
Director of Code Compliance	Director of Code Compliance	Code	122	\$87,165.86	\$115,494.75	\$143,823.66
Finance Director	Finance Director	Finance	122	\$87,165.86	\$115,494.75	\$143,823.66
Human Resources Director	Human Resources Director	HR	122	\$87,165.86	\$115,494.75	\$143,823.66
Information Technology Director	Information Technology Director	IT	122	\$87,165.86	\$115,494.75	\$143,823.66
Parks and Recreation Director	Parks and Recreation Director	Parks & Recreation	122	\$87,165.86	\$115,494.75	\$143,823.66
Planning and Zoning Director	Planning and Zoning Director	Planning & Zoning	122	\$87,165.86	\$115,494.75	\$143,823.66
Public Works Director	Public Works Director	Public Works	122	\$87,165.86	\$115,494.75	\$143,823.66
Deputy Chief	Deputy Chief	Police	123	\$92,526.56	\$122,597.69	\$152,668.82
Deputy City Manager	Deputy City Manager	City Manager	124	\$98,679.58	\$130,750.43	\$162,821.29
Chief of Police	Chief of Police	Police	124	\$98,679.58	\$130,750.43	\$162,821.29
Police Officer	Police Officer	Police	201	\$53,505.07	\$65,543.71	\$77,582.34
Police Sergeant	Police Sergeant	Police	202	\$65,543.71	\$78,652.45	\$91,761.18
Police Lieutenant	Police Lieutenant	Police	203	\$74,628.98	\$89,554.77	\$104,480.57
Police Captain	Police Captain	Police	204	\$81,405.29	\$97,686.34	\$113,967.40
Police Major	Police Major	Police	205	\$89,545.82	\$107,454.97	\$125,364.13
Athletics Aide/Recreation Service Aide	Athletics Aide/Recreation Service Aide	Parks & Recreation	PT	\$11.33	\$13.73	\$16.02
Cheer Aide/Recreation Service Aide	Cheer Aide/Recreation Service Aide	Parks & Recreation	PT	\$11.33	\$13.73	\$16.02
Events Aide/RSA	Events Aide/RSA	Parks & Recreation	PT	\$11.33	\$13.73	\$16.02
Park Service Aide	Park Service Aide	Parks & Recreation	PT	\$11.33	\$13.73	\$16.02
Receptionist /Recreation Service Aide	Receptionist /Recreation Service Aide	Parks & Recreation	PT	\$11.33	\$13.73	\$16.02
Recreation Service Aide	Recreation Service Aide	Parks & Recreation	PT	\$11.33	\$13.73	\$16.02
Nature Aide	Nature Aide	Parks & Recreation	PT	\$11.33	\$13.73	\$16.02
Videographer/Editor	Videographer/Editor	Public Affairs	PT	\$11.33	\$13.73	\$16.02
Reserve Officer	Reserve Officer	Police	PT		\$30.00	

Position Title	Classification	Department	Grade	Min	Mid	Max
Reserve Officer/ Traffic Initiative	Reserve Officer/ Traffic Initiative	Police	PT		\$22.50	
Reserve School Resource Officer	Reserve School Resource Officer	Police	PT		\$30.00	
Red Light Camera Reserve Officer	Red Light Camera Reserve Officer	Police	PT		\$30.00	