

Reply to Common Council File No. 011093

From DOA-Budget and Management Division

December 14, 2001

Ref: 01024 (08)

Common Council File number 011093 contains a report from the Department of Employee Relations (DER). This report recommends various classification and pay changes that were heard at the November 20, December 4, and December 18, 2001 City Service Commission meetings.

Department of Neighborhood Services

Classify seven new positions created in the 2002 budget as follows:

Four positions of Special Enforcement Inspector at Pay Range 572, two positions of Code Enforcement Intern at Pay Range 529, and one position of Customer Service Representative II at Pay Range 435.

Department of Employee Relations

Classify four new positions created in the 2002 budget as follows:

One position of Medical Benefits Coordinator at Salary Grade 003, one position of Administrative Services Specialist at Salary Grade 001, one position of Claims Adjuster Specialist at Salary Grade 005, and one position of Claims Representative at Pay Grade 532.

Health Department

Classify one new position of Compliance Analyst created in the 2002 budget as a Salary Grade 005.

Department of City Development

Retitle one position of Neighborhood Development Specialist, Salary Grade 006 to Economic Development Specialist, Salary Grade 006.

Department of Public Works, Operations Division

Reclassify 12 positions of Heating and Ventilating Mechanic, Pay Range 252 to Maintenance Technician II, Pay Range 258. The 2002 fiscal impact of this change is \$13,960. Reclassify the underfill title of Heating and Ventilating Mechanic I, Pay Range 248, to Maintenance Technician I, Pay Range 252. Reclassify three positions of Heating and Ventilating Mechanic III, Pay Range 262, to Maintenance Technician III, Pay Range 268. These reclassifications were studied as part of the labor agreement with DC 48, AFSCME, AFL-CIO. **The 2002 fiscal impact of this change is \$16,814.**

Department of Public Works, Operations Division Continued...

Classify one new position of Operations Division Director created in the 2002 budget at Salary Grade 018. Classify one new position of Network Analyst – Associate created in the 2002 budget at Pay Range 598.

Implement snow pay for the following positions: Building Services Manager, Salary Grade 006, Automotive Mechanic Supervisor III, Salary Grade 008, Quality Assurance Coordinator, Salary Grade 008, Vehicle and Equipment Specialist, Salary Grade 007, and Automotive Mechanic Supervisor II (8 positions). **The 2002 fiscal impact of this change is \$39,930.**

Department of Public Works, Administration Division

Classify one new position of Network Coordinator Assistant created in the 2002 budget at Salary Grade 002.

Department of Public Works, Parking Fund

Classify four positions created in the 2002 budget as follows:


One new position of Parking Enforcement Assistant Manager at Salary Grade 006. One new position of Office Supervisor II at Salary Grade 002. One new position of Tow Lot Attendant at Pay Range 220. One new position of Office Assistant III at Pay Range 425.

Department of Public Works, Infrastructure Services Division

Classify one new position of Management and Accounting Officer created in the 2002 budget at Salary Grade 006.

The total 2002 fiscal impact of this file is \$56,744.

RECOMMENDATION: WE DEFER TO THE RECOMMENDATIONS OF DER. IF THE COMMITTEE WISHES TO APPROVE THESE CHANGES, THE ATTACHED REPORTS CONTAIN THE NECESSARY POSITIONS AND SALARY ORDINANCE CHANGES.



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