



## Department of Employee Relations

**Cavalier Johnson**  
Mayor

**Harper Donahue, IV**  
Director

**Renee Joos**  
Director  
Employee Benefits

**Nicole Fleck**  
Labor Negotiator

January 6, 2023

To: The City Service Commission  
From: Andrea Knickerbocker, Human Resources Manager  
Subject: Probationary Period Recommendations for Reclassified Positions

The following positions are being recommended for reclassification at the January 10, 2023 meeting of the City Service Commission. Accordingly, we make the following recommendations related to the probationary period.

### Department of Administration

Current	Recommended
New Position	Vision Zero Policy Director PR 2MX (\$76,988 - \$107,782) FN: Recruitment at \$93,297 (One Position)
Not applicable as this new position is vacant.	

### Department of Administration – Community Development Grants Administration

Current	Recommended
Grant Compliance Manager PR 2KX (\$67,763 - \$94,870) FN: Recruitment at \$74,539 (One Position)	Assistant Grants Fiscal Manager PR 1HX (\$72,244 - \$101,137) FN: Recruitment at \$79,467 (One Position)
Not applicable as this position is exempt.	

### City Attorney's Office

Current	Recommended
Paralegal PR 2EN (\$47,136 - \$65,989) FN: Recruitment at \$58,845 (One Position)	Paralegal - Lead PR 2GX (\$53,548 - \$74,974) FN: Recruitment at \$65,004 (One Position)
Not applicable as this position is currently vacant.	

**DPW – Administration Division**

Current	Recommended
New Position	Leave Administration Coordinator PR 2KX (\$67,763 - \$94,870) FN: Recruitment is at \$74,539 (One Position)
Not applicable as this new position is vacant.	

**DPW - Parking Enforcement/Information Desk**

Current	Recommended
Lead Parking Enforcement Officer PR 5EN (\$42,137 - \$48,611) (Four Positions)	Lead Parking Enforcement Officer PR 5JN (\$48,998 - \$59,453) FN: Recruitment is at \$50,631 (Four Positions)
Parking Enforcement Officer PR 5CN (\$35,444 - \$42,331) (58 Positions) (Four Aux)	Parking Enforcement Officer PR 5IN (\$48,220 - \$56,878) (58 Positions) (Four Aux)
No new probationary periods are recommended as this is a labor market study only	

**Department of Public Works – Water Works**

Current	Recommended
Water Plant Operations Supervisor PR 1FX (\$64,857 - \$90,796) FN: Recruitment at \$74,974 (Three Positions)	Water Plant and Systems Manager PR 1GX (\$69,119 - \$96,768) FN: Recruitment at \$91,486 (Three Positions)
No new probationary periods are recommended as this is a title change and labor market study only.	