

ORDINANCE NO. 3615

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND, MARYLAND ENTITLED, "AN ORDINANCE TO REPEAL AND REENACT, WITH AMENDMENTS, SECTIONS 8(a), 8(b), 9(a), 9(b), 9(c), 9(d), 9(e), 9(f), 9(g), 9(h), 9(i), 9(j), 10, 11, 12, 13, 14(a) and 14(b) OF CHAPTER 21 OF THE CODE OF THE CITY OF CUMBERLAND (1991 EDITION), ENTITLED 'PERSONNEL'."

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, That Sections 8(a), 8(b), 9(a), 9(b), 9(c), 9(d), 9(e), 9(f), 9(g), 9(h), 9(i), 9(j), 10, 11, 12, 13, 14(a) and 14(b) of Chapter 21 of the Code of the City of Cumberland (1991 Edition), entitled 'Personnel', be and are hereby repealed and reenacted with amendments, to read as follows:

"21-8. The following Job Classification Plans are hereby adopted for all municipal employees in the Classified Service of the City of Cumberland, as represented by recognized bargaining unit American Federation of State, County and Municipal Employees:

(a). Local #553

| <u>CLASS</u>                        | <u>GRADE</u> |
|-------------------------------------|--------------|
| <u>GENERAL TRADES AND LABOR</u>     |              |
| <u>LABOR</u>                        |              |
| Municipal Worker III                | 5            |
| Municipal Worker II                 | 4            |
| Municipal Worker I                  | 3            |
| PIP Worker                          | 6            |
| Public Works Technician Entry Level | 5            |
| PIP Crew Leader                     | 8            |
| Public Works Technician I           | 6            |
| <u>EQUIPMENT OPERATION</u>          |              |
| Flood Control Plant Operator        | 7            |
| Equipment Operator I                | 6            |
| Equipment Operator II               | 7            |
| Flood Control Plant Operator Helper | 6            |
| Public Works Technician II          | 7            |
| <u>CRAFTS</u>                       |              |
| HVAC Mechanic                       | 9            |
| Maintenance Mechanic (Bldg. Mtce.)  | 8**          |
| Parking Meter Supervisor            | 8            |
| <u>EQUIPMENT MAINTENANCE</u>        |              |
| Automotive Technician - Senior      | 9            |
| Automotive Technician - Entry       | 8            |
| Maintenance Mechanic, WWTP          | 8            |
| Mechanic, WWTP                      | 8            |
| <u>SUPERVISORY</u>                  |              |
| Public Works Crew Leader            | 9            |

PUBLIC UTILITIES

WATER & SEWER OPERATION & REPAIR

|                              |   |
|------------------------------|---|
| Flex Worker II               | 8 |
| Meter Technician Coordinator | 8 |
| Water Plant Operator         | 8 |
| Plant Technician III         | 9 |
| Plant Technician II          | 8 |
| Plant Technician I           | 7 |
| Plant Technician Entry Level | 6 |
| Pipe Technician III          | 9 |
| Lead Utilities Technician    | 9 |
| Pipe Technician II           | 8 |
| Pipe Technician I            | 7 |
| Pipe Technician Entry Level  | 6 |
| Service Technician II        | 7 |
| Service Technician I         | 6 |

SUPERVISORY

|                               |     |
|-------------------------------|-----|
| Public Works Crew Leader      | 9** |
| Sewer Maintenance Mechanic    | 9   |
| Water Distribution Supervisor | 10  |

CUSTOMER SERVICE

|                       |   |
|-----------------------|---|
| Service Technician II | 7 |
| Service Technician I  | 6 |

(b). Local #553

CLERICAL, FISCAL, DATA PROCESSING AND ADMINISTRATIVE

|                                |    |
|--------------------------------|----|
| Office Associate I             | 3  |
| Office Associate II            | 5  |
| Office Associate III           | 6  |
| Customer Service Associate I   | 6  |
| Customer Service Associate II  | 7  |
| Customer Service Associate III | 8  |
| Accounting Associate I         | 6  |
| Accounting Associate II        | 7  |
| Accounting Associate III       | 8  |
| <b>Accounting Specialist</b>   | 9  |
| Accounting Clerk               | 8  |
| Police Records Specialist      | 7  |
| Administrative Associate I     | 7  |
| Administrative Associate II    | 9  |
| Human Resources Associate      | 10 |
| Codes Technician               | 8  |
| Fire Administrative Officer    | 9  |

ENGINEERING

|                               |    |
|-------------------------------|----|
| Engineering Technician I      | 9  |
| Senior Engineering Technician | 11 |
| Natural Resources Specialist  | 11 |

GENERAL TRADES AND LABOR

|                               |   |
|-------------------------------|---|
| Fleet/Maintenance Coordinator | 9 |
|-------------------------------|---|

PUBLIC UTILITIES

LABORATORY

|                             |   |
|-----------------------------|---|
| Laboratory Technician, WWTP | 9 |
|-----------------------------|---|

"21-9(a). The following Job Classification Plan is hereby adopted for all officers and municipal employees in the Classified Service of the City, and who are not represented by a Collective Bargaining Unit.

| <u>CLASS</u>  | <u>RANGE</u> |
|---|--------------|
| <u>CLERICAL, FISCAL, DATA PROCESSING AND ADMINISTRATIVE</u> |              |
| <u>GENERAL CLERICAL</u>                                     |              |
| Executive Office Associate                                  | 10           |
| Administrative Associate II                                 | 9            |
| <u>FISCAL AND PROCUREMENT</u>                               |              |
| City Comptroller  | 16           |
| Senior Accountant   | 13**         |
| Accountant  | 11           |
| Accounting Associate III                                    | 8            |
| <u>DATA PROCESSING</u>                                      |              |
| Director of Management Information Systems                  | 17           |
| Network Administrator                                       | 14**         |
| IT Specialist   | 12           |
| <u>ADMINISTRATIVE</u>                                       |              |
| Human Resources Officer                                     | 12**         |

ENGINEERING AND ALLIED

ENGINEERING

|                              |      |
|------------------------------|------|
| Senior Engineer              | 14** |
| Director of Engineering      | 17** |
| Chief Construction Inspector | 12** |
| Environmental Specialist     | 14** |
| Engineering Specialist       | 12   |

COMMUNITY DEVELOPMENT

|   |      |
|---|------|
| Building and Zoning Officer               | 12** |
| Historic Planner/Preservation Coordinator | 13** |
| Economic Development Coordinator          | 14** |
| City Planner                              | 14   |

GENERAL TRADES AND LABOR

SUPERVISORY

|                                   |    |
|-----------------------------------|----|
| Street Superintendent             | 14 |
| Street Maintenance Coordinator    | 11 |
| Asst. Director/Public Works/Mtce. | 16 |

PUBLIC UTILITIES

SUPERVISORY

|   |      |
|---|------|
| Water Filtration Plant Superintendent     | 14** |
| Wastewater Treatment Plant Superintendent | 14** |
| Utilities Maintenance Coordinator         | 14** |
| Director of Utilities                     | 17** |
| Technical Services Superintendent         | 14** |
| Superintendent of Utilities               | 15** |
| Water Coordinator                         | 11   |
| Sewer Coordinator                         | 11   |
| Journeyman Electrician                    | 13   |

PUBLIC SAFETY

LAW ENFORCEMENT

Police Lieutenant 13\*

FIRE PROTECTION

Deputy Chief 15  
Fire Marshall 16  
Chief Deputy Fire Chief 16

RECREATION

PARKS AND RECREATION

Director of Parks and Recreation 14\*\*  
Parks Maintenance Manager 12

"21-9 (b) . The following Job Classification Plan is hereby adopted for all officers and municipal employees who are not represented through the Classified Service or a Collective Bargaining Unit:

CLASS

RANGE

CLERICAL AND ADMINISTRATIVE

CLERICAL

Customer Service Associate II 8  
Administrative Associate I 7  
Rental Specialist 8  
Housing Inspector 9  
Community Development Specialist 13\*\*

SUPERVISORY

|                               |      |
|-------------------------------|------|
| Section 8 Administrator       | 13** |
| Property Improvement Manager  | 10   |
| Community Development Manager | 16** |

\*\*FLSA Exempt Positions unless covered by collective bargaining agreements.

"21-9 (c): The compensation for the City Administrator effective July 1, 2008 is hereby established to be \$45.46 per hour.

"21-9 (d): The compensation for the Mayor and City Council shall be as follows:

|                | <u>Annual Salary</u> |
|----------------|----------------------|
| Mayor          | \$7,200.00           |
| Council Member | \$4,800.00           |

"21-9 (e): The compensation of the various boards shall be as follows:

|                         |                   |
|-------------------------|-------------------|
| Board of Zoning Appeals | \$650.00 annually |
|-------------------------|-------------------|

"21-9 (f) :           The compensation for the City Clerk effective July 1, 2008 is hereby established to be \$26.16 per hour.

"21-9 (g) :           The compensation for the Chief of Fire effective July 1, 2008 is hereby established to be \$36.12 per hour as per contract adopted by the Mayor and City Council on March 8, 2004.

"21-9 (h) :           The compensation for the Director of Administrative Services effective July 1, 2008 is hereby established to be \$40.01 per hour.

"21-9 (i) :           The compensation for the Chief of Police is hereby established effective July 1, 2008 to be \$42.03 per hour.

"21-9 (j) :           The compensation for the Deputy Police Chief hereby established effective January 1, 2008 to be \$34.78 per hour as per contract adopted on March 6, 2007.

"21-10:               The following Job Classification Plan is hereby adopted for municipal employees as represented by the Fraternal Order of Police, Lodge #90:

| <u>CLASS</u>           | <u>GRADE</u> |
|------------------------|--------------|
| <u>PUBLIC SAFETY</u>   |              |
| <u>LAW ENFORCEMENT</u> |              |
| Police Patrolman Entry | 8            |
| Police Officer         | 9            |
| Police Corporal        | 11           |
| Police Sergeant        | 12           |

"21-11:           The following Job Classification Plan is hereby adopted for municipal employees as represented by the International Association of Firefighters, I.A.F.F., Local #1715:

| <u>CLASS</u>                | <u>GRADE</u> |
|-----------------------------|--------------|
| <u>PUBLIC SAFETY</u>        |              |
| <u>FIRE PROTECTION</u>      |              |
| Firefighter/EMT             | 9            |
| Fire Equipment Operator/EMT | 10           |
| Fire Lieutenant             | 12           |
| Fire Captain                | 13           |

"21-12.           Compensation Plan Generally

(a) The City Administrator shall, when necessary, make recommendations to the Mayor and City Council for changes in base and maximum salaries for each class or position in the Classified Service, as established by the

compensation plan adopted by the Mayor and City Council and set out in this Chapter. Provisions shall be made for in-grade salary increases for each class or position until the maximum salary is attained. The supervisor and the Appointing Authority of the employee concerned shall certify to the City Administrator, through the Human Resources Officer, that the employee has performed his duties satisfactorily for the preceding year.

(b) No employee in the Classified Service shall be paid a salary less than the established minimum nor greater than the maximum rates fixed in the compensation plan for the position he holds. At the time of the adoption of the plan, no employee shall be paid less than his present salary.

(c) The compensation plan shall take effect by Ordinance of the Mayor and City Council. Once the merit pay plan is adopted, the Mayor and City Council shall not increase or decrease salaries of individual employees but shall fix salaries only by amendment to the merit pay plan by Ordinance.

"21-13. The following Compensation Plan for Fiscal Year 2008 - 2009 for salaried employees for the respective Classifications, shall constitute the Compensation Plan for all employees:

| Pay Grade | Mid Point | FY 09 - COFY 09<br>2.6% Hr. Rt |      |
|-----------|-----------|--------------------------------|------|
| 18        | 85,468    | 2,222                          | 1.06 |
| 17        | 78,919    | 2,052                          | 0.98 |
| 16        | 72,869    | 1,895                          | 0.91 |
| 15        | 67,285    | 1,749                          | 0.84 |
| 14        | 62,129    | 1,615                          | 0.77 |
| 13        | 57,367    | 1,492                          | 0.71 |
| 12        | 52,971    | 1,377                          | 0.66 |
| 11        | 48,911    | 1,272                          | 0.61 |
| 10        | 45,162    | 1,174                          | 0.56 |
| 9         | 41,702    | 1,084                          | 0.52 |
| 8         | 38,506    | 1,001                          | 0.48 |
| 7         | 35,555    | 924                            | 0.44 |
| 6         | 32,829    | 854                            | 0.41 |
| 5         | 30,314    | 788                            | 0.38 |
| 4         | 27,990    | 728                            | 0.35 |
| 3         | 25,845    | 672                            | 0.32 |

Seasonal/Temporary employees shall receive pay in accordance with the Federal minimum rate or other rates established by the fiscal year budget.

**"21-14.                    Shift Differential**

**(a).    Local #553 and Local #3066:**

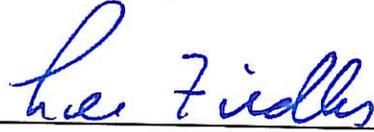
Shift differential in the amount of Fifty Five Cents (\$.55) shall be paid to workers who are regularly scheduled to work the 3 to 11 shift and Seventy Cents (\$.70) per hour shall be paid to workers who are regularly scheduled to work the 11 to 7 shift in the Wastewater Treatment Plant, Water Filtration Plant, Water Distribution Department, Street, Department, Vehicle Maintenance Department and shall include custodians, janitors and police department dispatchers.

**(b).    FOP Lodge #90:**

Shift differential in the amount of Sixty Five Cents (\$.65) per hour shall be paid to persons working the 3 to 11 shift, and Ninety-Five Cents (\$.95) per hour shall be paid to persons working the 11 to 7 shift in the Police Department.

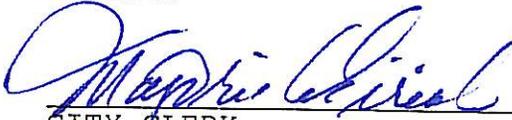
**SECTION 2: AND BE IT FURTHER ORDAINED,** That  
this Ordinance shall take effect from the date of its  
passage.

Passed this 10th day of <sup>June</sup> ~~May~~, 2008.



MAYOR

ATTEST:

  
CITY CLERK

1st Reading: May 27, 2008  
2nd Reading: June 10, 2008  
3rd Reading: June 10, 2008