

ORDINANCE NO. 22-13

**AN ORDINANCE OF THE CITY OF RICHMOND, KENTUCKY AMENDING
ORDINANCES NO. 14-18, 18-07, AND 21-07 TO MODIFY THE CITY'S EXISTING
GRADES AND SALARY RANGES CHART**

WHEREAS, the Board of Commissioners for the City of Richmond, Kentucky established a Personnel Grades & Classifications guide and a Grades and Salary Ranges chart, thereby bringing the City into compliance with the requirement of KRS 83A.070 (2) that the City enact a Personnel and Pay Classification plan; and

WHEREAS, the Grade and Salary Range charts adopted by Ordinances 14-18, 18-07 and 21-07 established the pay range for the City's existing positions; and

WHEREAS, by reason of cost-of-living adjustments and salary adjustments to the City's employees which have taken place and which will in the future take place since the adoptions of the original Grades and Salary Ranges chart; and

WHEREAS, the chart should now be condensed from 50 grades to 10 grades so as to provide for higher maximum salaries within pay grades;


NOW, THEREFORE, BE IT ORDAINED that the Grades and Salary Ranges chart adopted by Ordinances 14-18, 18-07 and 21-07 be, and hereby is, wholly repealed and the condensed Grades and Salary Ranges chart attached to this Ordinance and incorporated herein as though here set forth in full, be, and hereby is, adopted as the City's effective Grades and Salary Ranges chart.

This Ordinance shall become effective immediately upon its enactment following second reading, and publication in accordance with the requirements of applicable Kentucky law.

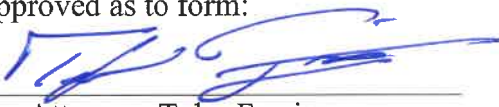
DATE OF FIRST READING: April 12, 2022
MOTION BY: Commissioner Newby
SECONDED BY: Commissioner Arnold

DATE OF SECOND READING: April 26, 2022
MOTION BY: Commissioner Arnold
SECONDED BY: Commissioner McDaniel

VOTE	YES	NO
Commissioner Arnold	x	
Commissioner Brewer	x	
Commissioner McDaniel	x	
Commissioner Newby	absent	
Mayor Blythe	x	


Mayor Blythe

ATTEST: 
City Clerk

Approved as to form:

City Attorney, Tyler Frazier

CITY OF RICHMOND, KENTUCKY

Personnel Grades and Classifications

Effective July 1, 2014

Amended by Ordinance 21-07, Amended by Ordinance 22-13

<u>GRADE</u>	<u>New Grade</u>	<u>ADMINISTRATION</u>	<u>FLSA</u>
50	10	City Manager	E
N/A	10	City Attorney	N
31	7	Human Resource Coordinator	E
31	7	Human Resource – Director	E
31	7	Economic & Industrial Development Director	E
28	6	City Clerk	E
28	6	Communications & Comm. Dev. Director	N
20	4	Payroll Specialist II	N
14	3	Payroll Specialist	N
12	3	Administrative Assistant II	N
 <u>CODES, PLANNING, SAFETY AND RISK MANAGEMENT</u>			
35	7	Director	E
30	6	Assistant Director	E
24	5	Plan Reviewer II	N
22	5	Building Inspector	N
22	5	Planner	N
20	4	Plan Reviewer	N
18	4	Codes and Planning Coordinator	N
17	4	Planning and Zoning Inspector	N
17	4	Safety and Risk Management Specialist	N
17	4	GIS Coordinator	N
16	4	Mechanical Inspector / Codes Officer	N
15	3	Permit Technician	N
12	3	Business License Associate	N
12	3	Storm Water Enforcement Officer	N
11	3	Enforcement Officer – Codes	N
11	3	Enforcement Officer – Ordinance	N
11	3	Safety/Risk Mgmt Administrative Assistant	N
10	2	Administrative Assistant	N
10	2	Secretary	N
10	2	Planning and Zoning Clerk	N
N/A	N/A	Electrical Inspector	N
 <u>FINANCE</u>			
46	10	Director	E
24	5	Assistant Director	E
14	3	Senior Clerk	N
12	3	Grants Compliance/Disbursements	N
11	3	Disbursements Clerk	N

CITY OF RICHMOND, KENTUCKY

Personnel Grades and Classifications

Effective July 1, 2014

Amended by Ordinance 21-07, Amended by Ordinance 22-13

<u>GRADE</u>	<u>NEW GRADE</u>	<u>FINANCE DEPARTMENT</u>	<u>FLSA</u>
11	3	Audit Clerk	N
8	2	Clerk	N
		<u>FIRE DEPARTMENT</u>	
36	8	Chief	E
28	6	Assistant Chief	E
26	6	Battalion Chief	N
24	5	Fire Mechanic	N
23	5	Captain	N
19	4	Fire Marshall	N
19	4	Fire Prevention Inspector	N
19	4	Public Education / Information Officer	N
19	4	Training Officer	N
18	4	Lieutenant	N
15	3	Firefighter II	N
12	3	Firefighter I	N
10	2	Administrative Assistant	N
		<u>GOLF - MAINTENANCE</u>	
27	6	Greens Superintendent	E
10	2	Assistant Greens Superintendent	N
10	2	Turf Grass Equipment Operator	N
8	2	Laborer	N
		<u>GOLF - RECREATION</u>	
31	7	Head Golf Professional	E
12	4	Assistant Professional	N
10	2	Administrative Assistant	N
		<u>INFORMATION TECHNOLOGY</u>	
31	7	Director	E
27	6	Information Technology Coordinator	E
21	5	IT Systems Administrator III	N
20	4	Desktop Support	N
19	4	IT Systems Administrator II	N
16	4	IT Systems Administrator I	N
		<u>MAINTENANCE – VEHICLES</u>	
25	5	Director	E
N/A	4	Senior Mechanic	N
14	3	Mechanic I	N
10	2	Fleet Maintenance Clerk	N

CITY OF RICHMOND, KENTUCKY

Personnel Grades and Classifications

Effective July 1, 2014

Amended by Ordinance 21-07, Amended by Ordinance 22-13

<u>GRADE</u>	<u>NEW GRADE</u>	<u>PARKS & RECREATION - ADMINISTRATION</u>	<u>FLSA</u>
30	6	Director of Recreation/Administration Parks	E
26	6	Director of Parks Buildings and Grounds	E
26	6	Building Maintenance Superintendent	E
N/A	5	Assistant Director of Parks and Rec Admin	E
N/A	4	Assistant Director of Parks Buildings and Grounds	E
13	3	Administrative Assistant III	N
12	3	Program Coordinator	N
12	3	Museum and Recreational Programmer	N
12	3	Recreation Coordinator	N
10	2	Assistant Program Coordinator	N
9	2	Sports Field Coordinator	N
7	2	Sports Field Specialist	N
7	2	Caretaker/Custodian of the Recreation Center	N
7	2	Maintenance Laborer II	N
6	2	Maintenance Laborer	N
19	4	Carpenter/Building - Maintenance	N
15	3	Maintenance Supervisor	N
7	2	Assistant Maintenance Carpenter	N
<u>POLICE DEPARTMENT</u>			
41	9	Chief	E
35	7	Assistant Chief	E
32	7	Major	E
24	5	Lieutenant	N
22	5	Sergeant	N
20	4	Corporal	N
20	4	Master Police Officer	N
18	4	Senior Officer/Detective	N
16	4	Police Officer	N
15	3	Evidence Custodian/Crime Scene Technician	N
12	3	Administrative Support Specialist	N
12	3	Police Records Manager	N
12	3	Computer System Manager	N
11	3	Safety Officer	N
11	3	Police Records Clerk	N
11	3	Data Entry Clerk	N
10	2	Traffic/Parking Control Attendant	N
2	1	Park Security	N

CITY OF RICHMOND, KENTUCKY

Personnel Grades and Classifications

Effective July 1, 2014

Amended by Ordinance 21-07, Amended by Ordinance 22-13

<u>GRADE</u>	<u>NEW GRADE</u>	<u>PUBLIC WORKS</u>	<u>FLSA</u>
28	6	Director	E
17	4	Assistant Director	E
10	2	Administrative Assistant	N
11	3	Equipment Operator II	N
10	2	Equipment Operator I	N
9	2	Laborer III	N
6	2	Laborer II	N
3	1	Laborer I	N
 <u>RECYCLING</u>			
18	4	Director	E
15	3	Warehouse Supervisor	N
10	2	Equipment Operator II	N
10	2	Secretary	N
9	2	Environmental Laborer	N
9	2	Equipment Operator I	N
2	1	Environmental Technician I	N
 <u>TOURISM</u>			
27	6	Executive Director	E
14	3	Assistant Director	N
 <u>SECTION 8 HOUSING</u>			
30	6	Director	E
26	6	Fiscal Controller	N
17	4	Family Self Sufficiency Coordinator II	N
16	4	Housing Inspector	N
13	3	Family Self Sufficiency Coordinator	N
7	2	Case Manager	N
4	1	Secretary	N

Need position descriptions for

06/30/2014 by Ordinance 14-18- readopted 04/10/2018 by Ordinance 18-07, Amended by Ordinance 21-07, Amended by Ordinance 22-13
PersonnelPay&ClassificationPlan.doc

CITY OF RICHMOND, KENTUCKY

Current Grades & Salary Ranges			
<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
1	15,000.00	20,000.00	25,000.00
2	16,200.00	21,600.00	27,000.00
3	17,400.00	23,200.00	29,000.00
4	18,600.00	24,800.00	31,000.00
5	19,800.00	26,400.00	33,000.00
6	21,000.00	28,000.00	35,000.00
7	22,200.00	29,600.00	37,000.00
8	23,400.00	31,200.00	39,000.00
9	24,600.00	32,800.00	41,000.00
10	25,800.00	34,400.00	43,000.00
11	27,000.00	36,000.00	45,000.00
12	28,200.00	37,600.00	47,000.00
13	29,400.00	39,200.00	49,000.00
14	30,600.00	40,800.00	51,000.00
15	31,800.00	42,400.00	53,000.00
16	33,000.00	44,000.00	55,000.00
17	34,200.00	45,600.00	57,000.00
18	35,400.00	47,200.00	59,000.00
19	36,600.00	48,800.00	61,000.00
20	37,800.00	50,400.00	63,000.00
21	39,000.00	52,000.00	65,000.00
22	40,200.00	53,600.00	67,000.00
23	41,400.00	55,200.00	69,000.00
24	42,600.00	56,800.00	71,000.00
25	43,800.00	58,400.00	73,000.00
26	45,000.00	60,000.00	75,000.00
27	46,200.00	61,600.00	77,000.00
28	47,400.00	63,200.00	79,000.00
29	48,600.00	64,800.00	81,000.00
30	49,800.00	66,400.00	83,000.00
31	51,000.00	68,000.00	85,000.00
32	52,200.00	69,600.00	87,000.00
33	53,400.00	71,200.00	89,000.00
34	54,600.00	72,800.00	91,000.00
35	55,800.00	74,400.00	93,000.00
36	57,000.00	76,000.00	95,000.00
37	58,200.00	77,600.00	97,000.00
38	59,400.00	79,200.00	99,000.00
39	60,600.00	80,800.00	101,000.00
40	61,800.00	82,400.00	103,000.00
41	63,000.00	84,000.00	105,000.00
42	64,200.00	85,600.00	107,000.00
43	65,400.00	87,200.00	109,000.00
44	66,600.00	88,800.00	111,000.00
45	67,800.00	90,400.00	113,000.00
46	69,000.00	92,000.00	115,000.00
47	70,200.00	93,600.00	117,000.00
48	71,400.00	95,200.00	119,000.00
49	72,600.00	96,800.00	121,000.00
50	73,800.00	124,400.00	175,000.00

Proposed Grades & Salary Ranges			
<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
1	15,000.00	24,000.00	33,000.00
2	21,000.00	32,000.00	43,000.00
3	27,000.00	40,000.00	53,000.00
4	33,000.00	48,000.00	63,000.00
5	39,000.00	56,000.00	73,000.00
6	45,000.00	64,000.00	83,000.00
7	51,000.00	72,000.00	93,000.00
8	57,000.00	80,000.00	103,000.00
9	63,000.00	88,000.00	113,000.00
10	69,000.00	122,000.00	175,000.00