(passed 9-0)

ORDINANCE 02-41

TO AMEND ORDINANCE 02-18
WHICH FIXED THE SALARIES OF APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF BLOOMINGTON FOR THE YEAR 2003
Re: Civilian Positions in the Police Department, City Legal, Employee Services, and Parks and Recreation

WHEREAS, the Job Evaluation Committee recently reviewed several job descriptions with substantive revisions reflecting changes in the positions; and

WHEREAS, those revisions resulted in recommended grade changes for eight of the positions reviewed; and

WHEREAS, the Bloomington Police Department would like to delete two Records Clerks and replace it with two Front Desk Clerks;

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION I. Section 1 of Ordinance 02-18 shall be amended by deleting the following lines regarding job title, grade, and pay minimum and maximum as indicated below:

Department	Job Title	Grade	Minimum	Maximum
Employee Services	Clerk Typist	1	$18,173	$27,493
Legal	Secretary	2	$19,813	$29,719
Parks	Special Services Coordinator	5	$25,835	$40,409
Police	Records Supervisor	5	$25,835	$40,409
Police	Records Clerk (10)	3	$21,594	$32,390
Police	Office Manager	4	$22,740	$35,568
Police	Special Investigations Clerk	3	$21,594	$32,390
Police	Secretary	2	$19,813	$29,719

SECTION II. Section 1 of Ordinance 01-28 shall be amended by adding the following line regarding job titles, grades, and pay minimums and maximums as indicated below:

Department	Job Title	Grade	Minimum	Maximum
Employee Services	Administrative Assistant	2	$19,813	$29,719
Legal	Secretary	4	$22,740	$35,568
Parks	Special Services Coordinator	6	$28,410	$46,354
Police	Records Supervisor	7	$29,544	$50,304
Police	Records Clerk (8)	4	$22,740	$35,568
Police	Front Desk Clerk (2)	4	$22,740	$35,568
Police	Office Manager	5	$25,835	$40,409
Police	Special Investigations Clerk	4	$22,740	$35,568
Police	Secretary	3	$21,594	$32,390

SECTION III. If any sections, sentence or provision of this ordinance, or the application thereof to any person or circumstances shall be declared invalid, such invalidity shall not affect any of the other sections, sentences, provisions, or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

SECTION III. This ordinance shall be in full force and effect from and after its passage by the Common Council of the City of Bloomington and approval of the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this 11th day of December, 2002.

CHRIS GAAL, President
Bloomington Common Council

ATTEST:

REGINA MOORE, Clerk
City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this 12th day of December, 2002.

REGINA MOORE, Clerk
City of Bloomington

SIGNED and APPROVED by me upon this 12th day of December, 2002.

JOHN FERNANDEZ, Mayor
City of Bloomington

SYNOPSIS

This ordinance amends the Civil City Salary Ordinance for the year 2003 (Ordinance 02-18) by changing the grade and title of the Employee Services Clerk Typist (grade 1) to Administrative Assistant (grade 2), changing the grade of Legal Secretary from 2 to 4, and changing the grade of the Parks Special Services Coordinator from 5 to 6. This ordinance also changes the grade of the following positions in the Police Department: Office Manager from 4 to 5, Records Supervisor from 5 to 7, Records Clerk from 3 to 4, Secretary from 2 to 3, and Special Investigations Clerk from 3 to 4. Additionally, the ordinance deletes two Records Clerks and replaces it with two Front Desk Clerks.

Signed copies to:
legal (5) emp. Svcs. Police Dept. file
controller Parks & Rec. CA/CA (2)