



Common Council

Agenda Item

Cover Sheet

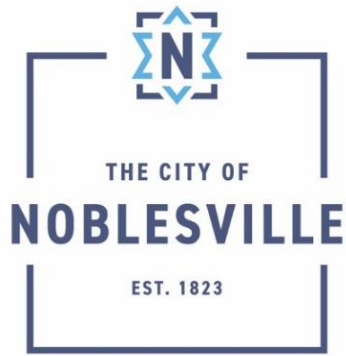
MEETING DATE: October 29, 2024

- Previously Discussed Ordinance
- Proposed Development Presentation
- New Ordinance for Discussion
- Miscellaneous
- Transfer

ITEM or ORDINANCE: #57-09-24

PRESENTED BY: Holly Ramon

- Information Attached
- Bring Paperwork from Previous Meeting
- Verbal
- No Paperwork at Time of Packets



September 24, 2024

TO: Noblesville Common Council
FROM: Holly J. Ramon
Human Resources Director
RE: 2025 Salary Ordinance #57-09-24

Before you is a request for the approval of the City's 2025 Salary Ordinance #57-09-24. The bi-weekly salary for each position includes the cost-of-living adjustments presented for your review during the budget process and work sessions. Additionally, it includes adjustments for several selected positions that were identified for either updated benchmarking to remain competitive from a recruiting and retention perspective, to reflect recent adjustments to job duties, and/or other related factors.

The public safety compensation indicated amounts align with the amounts that have been agreed upon in the 2024/2025 Police and Fire Meet and Confer Agreement, which was presented and approved by the Board of Public Works and Common Council on October 10, 2023.

In addition, below is an outline of the requested changes indicated in the redlined version of the attached ordinance.

Board of Public Works

Members will receive an increase of \$50.00 per meeting.

Economic Development

The job title of Economic Development Specialist was removed, and the job title of Economic Development Coordinator was added to the ordinance.

Engineering

Capital Asset Manager – A new position with a pay grade of 40.

Fire Department

Lieutenant/Deputy Fire Marshal – This is a sworn position that will replace the civilian Fire Marshal position upon its vacancy due to retirement.

EMS Duty Officer - The word Lieutenant was removed from the job title.



Legal Department

Legal Assistant – A new position with a pay grade of 32.

Mayor's Office

The job titles of Public Safety Director and Community Relations Manager were removed from the ordinance.

Parks & Recreation

The job title of Sponsorship Manager was changed to Partnership Manager.

Section 2

This section was updated and the language was removed concerning the insurance coverage for elected officials, as it will be added to the Elected Officials Salary Ordinance.

Section 7

Annual compensation amounts were updated to reflect the change in the 2025 compensation for a Firefighter First Class.

Section 8

An increase in the maximum years for the civilian longevity pay calculation is requested to more closely match what is received by sworn personnel. The maximum years of service to count towards longevity pay was increased from 20 to 25 years.

Thank you for your consideration. Should you have any questions, please contact me at 317-776-6360.

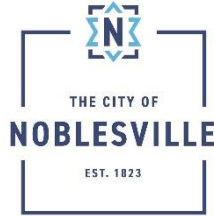
Sincerely,



Holly J. Ramon
Human Resources Director

Enclosures





City of Noblesville

2025 Salary Ordinance

#57-09-24

A SALARY ORDINANCE FOR APPOINTED OFFICIALS AND EMPLOYEES OF THE CITY OF NOBLESVILLE, INDIANA, FIXING COMPENSATION FOR THE YEAR 2025.

THE BI-WEEKLY SALARIES LISTED ESTABLISHES THE 2025 MAXIMUM BI-WEEKLY SALARY FOR EACH POSITION BASED UPON PAY GRADE AND DOES NOT NECESSARILY REPRESENT THE ACTUAL SALARY PAID TO EACH INCUMBENT.

NOW, THEREFORE, BE IT ORDAINED by the Common Council for the City of Noblesville, Indiana:

SECTION 1. That from the first pay of January 2025, the salary and pay schedule for appointed employees of the City of Noblesville, Indiana shall be paid up to the maximum of:

POSITIONS	MAXIMUM BI-WEEKLY BASE SALARY	HOURS PER YEAR	FLSA STATUS
Appointed			
Chief - Fire	\$5,538.47	N/A	EX
Chief - Police	\$5,538.47	N/A	EX
Chief Financial Officer and Controller	\$5,761.54	N/A	EX
City Engineer	\$5,769.24	N/A	EX
Communications Director	\$4,442.31	N/A	EX
Community Development Director	\$6,282.31	N/A	EX
Court Administrator	\$3,202.08	2080	NE
Chief Deputy	\$2,534.62	2080	NE
Deputy Mayor	\$6,282.31	N/A	EX
Economic Development Director	\$5,192.31	N/A	EX
Human Resources Director	\$5,088.47	N/A	EX
Executive Operations Manager	\$3,115.38	N/A	EX
Parks & Recreation Director	\$4,526.92	N/A	EX
Planning & Development Director	\$4,807.69	N/A	EX
Press Secretary	\$3,492.31	N/A	EX
Street Commissioner	\$4,744.88	N/A	EX
Utilities Director	\$4,744.88	N/A	EX
Board of Public Works Member (new in 2020)	\$350 Per Meeting	N/A	N/A
Board of Public Works Member (Re-appointed on 01/01/2020)	\$200 Per Meeting	N/A	N/A

Full-time Civilian

Accounting Assistant	\$2,250.00	2080	NE
Accounting Clerk	\$2,215.08	2080	NE
Accounting Manager	\$3,535.68	N/A	EX
Accounting Specialist	\$2,304.07	2080	NE
Administrative Assistant	\$2,120.64	2080	NE
Administrative Court Clerk	\$2,120.64	2080	NE
Administrative Manager	\$2,726.92	2080	NE
Arborist Technician	\$2,346.15	2080	NE
Assistant Building Commissioner	\$2,934.62	2080	NE
Assistant City Engineer	\$5,313.65	N/A	EX
Assistant Director	\$4,019.23	N/A	EX
Assistant Facilities Manager	\$2,726.92	2080	NE
Assistant Golf Course Superintendent	\$2,534.62	2080	NE
Assistant Parks Maintenance Superintendent	\$2,766.12	2080	NE
Assistant Street Commissioner	\$4,019.23	N/A	EX
Assistant Utilities Director	\$4,050.48	N/A	EX
Associate Planner	\$2,726.92	2080	NE
Billing Administrator	\$2,934.62	2080	NE
Budget/Finance Analyst	\$3,319.23	N/A	EX
Building Commissioner	\$3,544.36	N/A	EX
Building Inspector	\$2,540.16	2080	NE
Capital Asset Manager	\$3,461.54	N/A	EX
Chief Operator	\$3,319.23	2080	NE
Code Compliance Administrator	\$2,173.08	2080	NE
Code Compliance Manager	\$2,934.62	2080	NE
Community Engagement Manager	\$3,560.40	N/A	EX
Community Service Officer	\$2,534.62	2080	NE
Construction Manager	\$3,384.36	2080	NE
Crew Leader	\$2,350.00	2080	NE
Crime Analyst	\$2,726.92	2080	NE
Custodian/Maintenance Technician	\$1,886.64	2080	NE
Data Analyst	\$3,661.54	N/A	EX
Deputy Clerk	\$2,215.08	2080	NE
Deputy Controller	\$4,099.03	N/A	EX
Deputy Financial Officer	\$4,099.03	N/A	EX
Deputy Fire Marshal	\$2,770.32	2080	NE

Development Services Manager	\$3,544.36	N/A	EX
Economic Development Assistant	\$2,173.08	2080	NE
Economic Development Coordinator	\$2,726.92	2080	NE
Economic Development Manager	\$3,492.31	2080	EX
EMS Billing Clerk	\$2,173.08	2080	NE
Encroachment Permit Inspector	\$2,632.56	2080	NE
Equipment Maintenance Technician	\$2,639.39	2080	NE
Evidence Room Coordinator	\$2,269.23	2080	NE
Evidence Specialist	\$2,534.62	2080	NE
Executive Assistant	\$2,534.62	2080	NE
Facilities Maintenance Technician	\$2,173.08	2080	NE
Facilities Manager	\$4,099.04	N/A	EX
Facilities Technician	\$2,132.76	2080	NE
Field Operations Manager	\$3,115.38	2080	NE
Fleet Maintenance Assistant - Fire	\$2,639.39	2080	NE
Fleet Manager	\$3,173.52	2080	NE
GIS Analyst	\$2,781.24	2080	NE
GIS Coordinator	\$3,195.36	2080	NE
GIS Technician	\$2,173.08	2080	NE
Golf Course Superintendent	\$3,622.52	N/A	EX
Golf Manager/Professional	\$2,256.00	N/A	EX
Human Resources Assistant	\$2,534.62	2080	NE
Human Resources Specialist	\$2,726.92	2080	NE
Inspector I	\$2,593.90	2080	NE
Inspector II	\$2,690.07	2080	NE
Lab Specialist	\$2,726.92	2080	NE
Landscape Technician	\$2,346.15	2080	NE
Lead Custodian	\$1,993.32	2080	NE
Lead Lab Specialist	\$2,934.62	2080	NE
Legal Assistant	\$2,534.62	2080	NE
Maintenance Laborer - Park/Golf	\$1,882.88	2080	NE
Maintenance Laborer - Trails	\$1,891.89	2080	NE
Management Analyst	\$3,115.38	2080	NE
MS4 Coordinator	\$3,319.23	2080	NE
Operations Coordinator	\$2,262.69	2080	NE
Operations Manager	\$3,319.23	N/A	EX
Operator - Central Business District	\$2,304.12	2080	NE
Operator - Crew Leader - Central Business District	\$2,766.12	2080	NE

Operator - Crew Leader	\$2,766.12	2080	NE
Operator - Street	\$2,304.12	2080	NE
Paralegal	\$3,148.14	2080	NE
Parks Maintenance Superintendent	\$3,022.32	2080	NE
Partnership Manager	\$3,492.31	2080	NE
Payroll Administrator	\$2,726.92	2080	NE
Payroll Specialist	\$2,534.62	2080	NE
Permit/Office Coordinator	\$2,205.00	2080	NE
Police Records Clerk	\$2,089.08	2080	NE
Principal Planner	\$3,461.17	N/A	EX
Project Coordinator	\$3,115.38	2080	NE
Project Manager I	\$4,019.24	2080	NE
Project Manager II	\$4,615.39	N/A	EX
Public Safety Technology Specialist	\$3,948.00	2080	NE
Recreation Manager	\$2,934.62	N/A	EX
Recreation Program and Events Coordinator	\$2,173.08	2080	NE
Recreation Program and Facilities Coordinator	\$2,218.26	2080	NE
Senior Court Clerk	\$2,346.15	2080	NE
Senior Mechanic	\$2,888.76	2080	NE
Senior Planner	\$3,115.38	2080	NE
Sign/Signal/Streetlight Technician	\$2,572.08	2080	NE
Social Worker	\$2,934.62	2080	NE
Stormwater Technician	\$2,690.07	2080	NE
Systems Administrator	\$4,443.39	N/A	EX
Tree Maintenance Technician	\$2,726.92	2080	NE
Urban Forester	\$2,841.45	2080	NE
Urban Forestry Technician	\$2,205.00	2080	NE
Utilities Assistant Manager	\$2,957.64	2080	NE
Utilities Crew Leader	\$2,766.12	2080	NE
Utilities Manager	\$3,450.72	2080	NE
Utilities Operator	\$2,304.12	2080	NE
Utilities Project Coordinator	\$2,534.62	2080	NE
Utilities Specialist	\$2,534.62	2080	NE
Utilities Technician	\$2,357.88	2080	NE

Part-time / Seasonal

Bailiff	\$24.15 Per Hour	N/A	NE
Court Clerk	\$22.05 Per Hour	N/A	NE
Custodian	\$17.85 Per Hour	N/A	NE
Facility Monitor	\$17.85 Per Hour	N/A	NE
Inspector - Fire	\$25.32 Per Hour	N/A	NE
Intern	\$17.85 Per Hour	N/A	NE
Naturalist	\$17.85 Per Hour	N/A	NE
Recreation Coordinator	\$17.85 Per Hour	N/A	NE
School Safety Guard	\$17.85 Per Hour	N/A	NE
Secretary	\$17.85 Per Hour	N/A	NE
Temporary	\$17.85 Per Hour	N/A	NE

Public Safety – Sworn

Assistant Chief - Fire	\$4,807.69	N/A	EX
Assistant Chief - Police	\$4,850.50	N/A	EX
Battalion Chief	\$4,036.48	2912	NE
Captain - Fire	\$3,838.46	2912	NE
Captain / EMS	\$3,838.46	2080	NE
Captain / Training - Safety - Fire - Wellness	\$3,838.46	2080	NE
Command Executive Officer - Police	\$4,273.08	2080	NE
Community Resource Paramedic	\$3,661.54	2080	NE
Deputy Chief - Fire	\$4,526.92	N/A	EX
Deputy Chief - Police	\$4,526.92	N/A	EX
Division Chief / EMS	\$4,273.08	2080	NE
Division Chief / Fire Marshal	\$4,273.08	2080	NE
Division Chief / Logistics	\$4,273.08	2080	NE
Division Chief / Public Relations	\$4,273.08	2080	NE
Division Chief / Planning-Investigations	\$4,273.08	2080	NE
Division Chief / Training-Safety	\$4,273.08	2080	NE
EMS Duty Officer	\$3,661.54	2912	NE
Engineer	\$3,338.72	2912	NE
Executive Officer - Fire	\$3,838.46	2912	NE
Firefighter First Class	\$3,200.96	2912	NE
Fleet Maintenance Manager	\$3,838.46	2080	NE
Government Relations Liaison	\$3,527.08	2080	NE
Lieutenant - Fire	\$3,661.54	2912	NE

Lieutenant – Deputy Fire Marshal	\$3,661.54	2080	NE
Lieutenant - Police	\$4,019.23	2080	NE
Patrol Officer 2nd Class	\$2,974.40	2080	NE
Patrol Officer First Class	\$3,319.23	2080	NE
Pipeman	\$2,726.92	2912	NE
Probationary Firefighter	\$2,534.62	2912	NE
Probationary Patrol Officer	\$2,606.40	2080	NE
Recruit - Fire	\$2,534.62	2080	NE
Recruit - Police	\$2,606.40	2080	NE
Sergeant - Police	\$3,661.54	2080	NE

SECTION 2. All enrolled City of Noblesville employees shall pay 20% of the total cost for medical, prescription, dental, and vision insurance with the City paying 80%. The City shall pay 100% of the total cost for life and accidental death insurance of all enrolled City of Noblesville employees.

- a) Full-time employees.
- b) Duly appointed members of the Noblesville Board of Public Works and Safety re-appointed on 01/01/2020. New members appointed in 2020 and forward are not eligible.
- c) Eligible dependents of the above.

An employee is eligible to enroll in accordance with the qualifications contained in the City's health insurance plan document. Former employees are eligible pursuant to Article 4.16 of the City Personnel Policy.

SECTION 3. This Salary Ordinance establishes only the maximum rate of pay for the classifications presented. Employment of personnel in the classifications indicated is governed by the approval of the Common Council in annual budgets and staffing levels established incidental thereto. Authorization of stipends or performance-based bonuses may be approved by the Mayor within the appropriations approved by the Common Council; if approved, stipends shall be paid in addition to the maximum rate of pay as indicated in this Salary Ordinance.

SECTION 4. The City shall make a matching contribution of up to a \$3,000 per full-time employee who participates in and makes payroll deduction contributions toward the City of Noblesville Deferred Compensation Plan. The matching contribution rate shall be set by the City annually.

SECTION 5. In accordance to Civilian Personnel Policy Section 3.2.4 the Common Council has set the rate of \$2.50 per hour for STANDBY/ON CALL.

SECTION 6. Any person serving on the Plan Commission, Board of Zoning Appeals, or Redevelopment Commission (RDC) who does not otherwise hold a lucrative office for the purpose of Article 2, Section 9 of the Indiana Constitution shall be paid \$100.00 per meeting attended. Any person serving on the Plan Commission, Board of Zoning Appeals, or Redevelopment Commission (RDC) who does otherwise hold a lucrative office for the purpose of Article 2, Section 9 of the Indiana Constitution shall receive \$0 in compensation.

SECTION 7. Fire Department personnel will receive annual compensation for the following, above their regular compensation; calculated on the base pay rate of a Firefighter First Class: Paramedic 9% (\$7,490.25);

Fitness Coordinator 2.5% (\$2,080.62); SCBA Tech 2.5% (\$2,080.62); Dive Team Coordinator 2.5% (\$2,080.62); Hazmat Team Coordinator 2.5% (\$2,080.62); Tactical Rescue Team Coordinator 2.5% (\$2,080.62).

SECTION 8. All full-time civilian personnel shall receive longevity pay paid in the amount of one hundred twenty dollars (\$120) for each calendar year of service, not to exceed twenty-five (25) years or the annual maximum of three thousand dollars (\$3,000). Longevity pay terms and conditions shall conform to the City's Civilian Employee Personnel Policy Handbook.

SECTION 9. All full-time sworn personnel shall receive longevity pay in the amount of one hundred twenty dollars (\$120) for each calendar year of service for years one (1) through nineteen (19). Upon reaching twenty (20) years of full-time sworn service, longevity will be calculated for years one (1) through twenty-five (25) in the amount of two hundred fifty dollars (\$250), not to exceed twenty-five years or the annual maximum of six thousand, two hundred fifty dollars (\$6,250). Longevity pay terms and conditions shall conform to the City's Police and Fire Meet and Confer Agreements.

SECTION 10. Fire Department personnel will receive additional compensation per hour when serving in a higher ranking position provided they possess the required certifications for that higher ranking position. Firefighters will receive \$1.00 more per hour when assigned to an ambulance or serving as an Engineer, EMS Duty Officer, Lieutenant, Captain, Executive Officer, or Battalion Chief.

SECTION 11. Engineering Department non-exempt employees who earn their Professional Engineer Certification will receive \$1.00 per hour wage increase.

SECTION 12. Non-exempt civilian employees who work the night shift for snow removal will receive a \$1.00 per hour shift differential.

SECTION 13. Utilities Department non-exempt employees who are scheduled to work second or third shift will receive a 50¢ per hour shift differential.

SECTION 14. Non-exempt civilian employees who conduct the Entry Level Driver Training on behalf of the Federal Motor Carrier Safety Administration will receive an extra \$2.00 per hour for hours worked as a trainer.

SECTION 15. Police Department sworn employees who are active Field Training Officers (FTO) will receive annual compensation, above their regular compensation, of \$1,000 and will receive \$5.00 more per hour when a trainee is assigned. Sergeants and Lieutenants acting as Field Training Officers shall receive \$5.00 more per hour when a trainee is assigned; they are not eligible for the yearly stipend.

SECTION 16. Police Department sworn employees assigned to the Investigations Division will receive annual compensation, above their regular compensation, of \$2,000.

SECTION 17. Full-time sworn employees who are assigned as full-time K-9 handlers will receive annual compensation, above their regular compensation, of \$10,500.

SECTION 18. Police Department exempt Administrative Police Officers will receive a flat \$45.00 per hour above their regular bi-weekly compensation for hours worked on boat and/or bike patrol.

SECTION 19. Police Department non-exempt sworn employees who are scheduled to work night shift will receive a \$1.00 per hour shift differential.

SECTION 20. Police Department non-exempt sworn employees approved for the department designation of Master Patrol Officer, Master Detective, or Master School Resource Officer shall receive annual compensation, above their regular compensation, of \$2,000.

SECTION 21. This Ordinance shall be in full force and effective from and after its passage and approval.

Approved on this _____ day of _____, 2024 by the Common Council of the City of Noblesville, Indiana:

AYE	NAY	ABSTAIN
	Mark Boice	
	Evan Elliott	
	Michael J. Davis	
	David Johnson	
	Darren Peterson	
	Pete Schwartz	
	Aaron Smith	
	Todd Thurston	
	Megan G. Wiles	

ATTEST: _____
Evelyn L. Lees, City Clerk

Presented by me to the Mayor of the City of Noblesville, Indiana, this _____ day of _____, 2024 at _____ .M.

Evelyn L. Lees, City Clerk

MAYOR'S APPROVAL

Chris Jensen, Mayor

Date

MAYOR'S VETO

Chris Jensen, Mayor

Date

ATTEST: _____
Evelyn L. Lees, City Clerk