

ORDINANCE NO. 24-13

**AN ORDINANCE OF THE CITY OF RICHMOND, KENTUCKY AMENDING
ORDINANCES NO. 14-18, 18-07, 21-07, AND 22-13 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, 21-07, and 22-13 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, the previous chart should be amended so as to provide for higher maximum salaries with existing pay grades; and

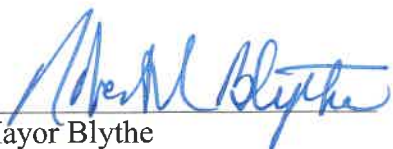
NOW, THEREFORE, BE IT ORDAINED that the Grades and Salary Ranges chart adopted by Ordinances 14-18, 18-07 21-07, and 22-13 be, and hereby is, wholly repealed and the Grades and Salary Ranges chart attached to this Ordinance and incorporated herein as though here set forth in full, be, and hereby is, adopted as the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:	June 11, 2024
MOTION BY:	Commissioner Newby
SECONDED BY:	Commissioner Goble

DATE OF SECOND READING:	June 18, 2024
MOTION BY:	Commissioner Newby
SECONDED BY:	Commissioner Brewer

VOTE	YES	NO
Commissioner Brewer	x	
Commissioner Cole	x	
Commissioner Goble	absent	
Commissioner Newby	x	
Mayor Blythe	x	



Mayor Blythe

ATTEST:



City Clerk

Approved as to form:



City Attorney, Tyler Frazier

CITY OF RICHMOND, KENTUCKY

Current Grades & Salary Ranges				New Grades & Salary Ranges			
<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
1	15,000.00	24,000.00	33,000.00	1	27,000.00	41,000.00	55,000.00
2	21,000.00	32,000.00	43,000.00	2	33,000.00	49,000.00	65,000.00
3	27,000.00	40,000.00	53,000.00	3	39,000.00	57,000.00	75,000.00
4	33,000.00	48,000.00	63,000.00	4	45,000.00	65,000.00	85,000.00
5	39,000.00	56,000.00	73,000.00	5	51,000.00	73,000.00	95,000.00
6	45,000.00	64,000.00	83,000.00	6	57,000.00	81,000.00	105,000.00
7	51,000.00	72,000.00	93,000.00	7	63,000.00	89,000.00	115,000.00
8	57,000.00	80,000.00	103,000.00	8	69,000.00	102,000.00	135,000.00
9	63,000.00	88,000.00	113,000.00	9	75,000.00	115,000.00	155,000.00
10	69,000.00	122,000.00	175,000.00	10	81,000.00	133,000.00	185,000.00

Ordinance 24-13, passed 6/18/2024

CITY OF RICHMOND, KENTUCKY
PERSONNEL GRADES AND CLASSIFICATIONS
 Effective July 1, 2014 (14-18)
 Amended by Ordinances: 18-07, 21-07, 22-13, 24-13

<u>GRADE</u>	<u>ADMINISTRATION</u>	<u>FLSA</u>
10	City Manager	E
10	City Attorney	N
9	Assistant City Manager	E
7	Human Resource Coordinator	E
7	Human Resource Director	E
7	Economic & Industrial Development Director	E
6	City Clerk	E
6	Communications & Community Development Director	N
6	Safety & Risk Management Specialist	N
6	Building Maintenance Superintendent	E
5	PIO & Community Development Coordinator	N
5	Economic & Small Business Development Coordinator	N
4	Deputy Clerk	N
4	Digital Media Specialist	N
4	Human Resource Generalist	N
4	Payroll Specialist II	N
3	Payroll Specialist I	N
3	Safety & Risk Management Administrative Assistant	N
3	Administrative Assistant II	N
3	Maintenance Supervisor	N
3	Maintenance Laborer II	N
2	Maintenance Laborer I	N
2	Laborer I	N
<u>GRADE</u>	<u>BATTLEFIELD</u>	<u>FLSA</u>
4	Curator	N
1	Maintenance Laborer I	N

CITY OF RICHMOND, KENTUCKY
PERSONNEL GRADES AND CLASSIFICATIONS
 Effective July 1, 2014 (14-18)
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<u>GRADE</u>	<u>BUILDING CODES</u>	<u>FLSA</u>
7	Building Codes Director	E
6	Assistant Building Codes Director	E
6	Electrical Inspector	N
5	Building Inspector	N
5	Plan Reviewer II	N
4	Plan Reviewer I	N
4	Mechanical Inspector/Codes Officer	N
4	Permit Technician	N

<u>GRADE</u>	<u>CODES ENFORCEMENT</u>	<u>FLSA</u>
7	Codes Enforcement Coordinator	E
4	Aminal Control Officer/Enforcement Officer	N
3	Codes Enforcement Officer	N
3	Ordinance Enforcement Officer	N
3	Business License Associate	N
2	Administrative Assistant I	N

<u>GRADE</u>	<u>FINANCE</u>	<u>FLSA</u>
10	Finance Director	E
7	Assistant Finance Director II	E
5	Assistant Finance Director	E
3	Senior Clerk	N
3	Grants Compliance/Disbursements	N
3	Disbursements Clerk	N
3	Audit Clerk	N
2	Clerk	N

<u>GRADE</u>	<u>FIRE</u>	<u>FLSA</u>
8	Fire Chief	E
7	Assistant Fire Chief	E
6	Battalion Chief	N
5	Fire Mechanic	N

CITY OF RICHMOND, KENTUCKY
PERSONNEL GRADES AND CLASSIFICATIONS
Effective July 1, 2014 (14-18)
Amended by Ordinances: 18-07, 21-07, 22-13, 24-13

<u>GRADE</u>	<u>FIRE CONTINUED</u>	<u>FLSA</u>
5	Captain II	N
5	Captain	N
5	Training Officer	N
4	Fire Marshall	N
4	Fire Prevention Inspector	N
4	Public Education/Information Officer	N
4	Lieutenant	N
4	Firefighter III	N
3	Firefighter II	N
3	Firefighter I	N
2	Administrative Assistant I	N

<u>GRADE</u>	<u>GOLF MAINTENANCE</u>	<u>FLSA</u>
6	Greens Superintendent	E
2	Assistant Greens Superintendent	N
2	Turf Grass Equipment Operator	N
2	Laborer I	N

<u>GRADE</u>	<u>GOLF PRO</u>	<u>FLSA</u>
7	Golf Professional	E
4	Assistant Golf Professional	N
2	Administrative Assistant I	N

<u>GRADE</u>	<u>INFORMATION TECHNOLOGY</u>	<u>FLSA</u>
7	Information Technology Director	E
6	Information Technology Coordinator	E
5	Data Engineer	N
5	Information Technology Technician	N

CITY OF RICHMOND, KENTUCKY
PERSONNEL GRADES AND CLASSIFICATIONS

Effective July 1, 2014 (14-18)

Amended by Ordinances: 18-07, 21-07, 22-13, 24-13

<u>GRADE</u>	<u>PARKS & RECREATION</u>	<u>FLSA</u>
6	Director of Parks Recreation & Administration	E
6	Director of Parks Buildings & Grounds	E
5	Assistant Director of Parks Recreation & Administration	E
4	Assistant Director of Building & Grounds	E
3	Administrative Assistant II	N
3	Museum & Recreational Programmer	N
3	Recreation Coordinator	N
3	Program Coordinator	N
2	Assistant Program Coordinator	N
2	Sports Field Coordinator	N
2	Sports Field Specialist	N
2	Caretaker/Custodian of the Recreation Center	N
2	Maintenance Laborer II	N
2	Maintenance Laborer I	N

<u>GRADE</u>	<u>PLANNING & ZONING</u>	<u>FLSA</u>
7	Planning & Zoning Director	E
5	Planner	N
4	Codes & Planning Coordinator	N
4	Planning & Zoning Inspector	N
4	GIS Coordinator	N
3	Storm Water Enforcement Officer	N
2	Planning & Zoning Clerk	N
2	Administrative Assistant I	N

<u>GRADE</u>	<u>POLICE CONTINUED</u>	<u>FLSA</u>
9	Police Chief	E
8	Assistant Police Chief	E
7	Major	E
5	Lieutenant	N
5	Sergeant	N
4	Master Police Officer	N

CITY OF RICHMOND, KENTUCKY
PERSONNEL GRADES AND CLASSIFICATIONS

Effective July 1, 2014 (14-18)

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<u>GRADE</u>	<u>POLICE CONTINUED</u>	<u>FLSA</u>
4	Senior Officer/Detective	N
4	Police Officer	N
4	Police Records Manager	N
4	Police Social Services Coordinator	N
3	Evidence Custodian/Crime Scene Technician	N
3	Administrative Support Specialist	N
3	Computer Systems Manager	N
3	Police Records Clerk	N
3	Data Entry Clerk	N
3	Safety Officer	N
2	Traffic/Parking Control Attendant	N
1	Park Security	N

<u>GRADE</u>	<u>PUBLIC WORKS</u>	<u>FLSA</u>
6	Public Works Director	E
5	Foreman	N
3	Equipment Operator II	N
2	Equipment Operator I	N
2	Administrative Assistant I	N
1	Laborer I	N

<u>GRADE</u>	<u>RECYCLING</u>	<u>FLSA</u>
4	Recycling Director	E
3	Environmental Technician/Community Ambassador	N
3	Warehouse Supervisor	N
2	Equipment Operator II	N
2	Equipment Operator I	N
2	Administrative Assistant I	N
1	Laborer I	N

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<u>GRADE</u>	<u>TOURISM</u>	<u>FLSA</u>
6	Tourism Director	E
4	Assistant Tourism Director	N
3	Social Media Manager	N

<u>GRADE</u>	<u>SECTION 8 HOUSING</u>	<u>FLSA</u>
7	Section 8 Director	E
6	Fiscal Controller	N
4	Housing Inspector	N
4	Family Self-Sufficiency Coordinator II	N
3	Family Self-Sufficiency Coordinator I	N
2	Case Manager	N
1	Administrative Assistant I	N

<u>GRADE</u>	<u>VEHICLE MAINTENANCE</u>	<u>FLSA</u>
5	Vehicle Maintenance Director	E
4	Senior Mechanic	N
3	Mechanic I	N
3	Fleet Maintenance & Parts Specialist Clerk	N
1	Laborer I	N