

**Attachment to Ordinance #3113-2018
Amending Management Compensation Plan (MCP) #2713-2013,
as amended**

Section 1. To amend Ordinance No. 2713-2013, as amended, by amending Section 5(C)(3) as follows:

- (3) The following pay range shall be used to pay classifications assigned to Communications Workers of America Local 4502 Pay Grade 50:

~~\$13.75~~ **\$14.58**/hour to ~~\$20.61~~ **\$21.85**/hour

Section 2. To amend Ordinance No. 2713-2013, as amended, by amending Section 5(D) as follows:

Ord. Section	Job Code	Class Title	Grade
5(D)-S290	0781	Student Intern I	\$8.30 <u>\$55</u> /hour to \$11.00/hour
5(D)-S295	0782	Student Intern II	\$8.30 <u>\$55</u> /hour to \$14.45/hour

Section 3. To amend Ordinance No. 2713-2013, as amended, by amending Section 5(E) as follows:

Ord. Section	Job Code	Class Title	Grade
F089	0273	Fleet Operations Manager <u>Fleet Management Division</u> <u>Assistant Administrator</u>	94
T220 <u>I091</u>	1026	Transportation <u>Infrastructure</u> <u>Operations Coordinator</u>	96

Section 4. To amend Ordinance No. 2713-2013, as amended, by amending Section 5(F) as follows:

Ord. Section	Job Code	Class Title	Grade
5(F)-L130	3183	Lifeguard (Seasonal)	\$8.30 <u>55</u> /hour to \$14.50/hour
5(F)-R063	3684	Recreation and Parks Aide (Seasonal)	\$8.30 <u>55</u> /hour to \$13.50/hour
5(F)-R105	3169	Recreation Playground Leader (Seasonal)	\$8.30 <u>55</u> /hour to \$14.50/hour
5(F)-S305	3680	Summer Worker	\$8.30 <u>55</u> /hour to \$10.00/hour

Section 5. To amend Ordinance No. 2713-2013, as amended, by amending Section 5(G) as follows:

Ord. Sec.	Job Code	Class Title	Fees
C125	0021	Citizen Member, Board of Review of Plumbing and Sewer Contractors and Journeyperson (U)	\$30/meeting, not to exceed \$30/month
C130	0023	Citizen Member, Board of Review of Refrigerator Contractors (U)	\$30/meeting, not to exceed \$40/month
C165	0027	Citizen Member, Board of Review of Warm Air Heat and Air Conditioning Contractors (U)	\$30/meeting, not to exceed \$30/month

Section 6. To amend Ordinance No. 2713-2013, as amended, by amending Section 10(L) as follows:

- (L) Bereavement Leave. Effective March 26, 2018, full-time employees may be granted up to five (5) days of leave of the employee's choice (i.e., compensatory time, vacation leave, or sick leave in accordance with Sections 8, 12, and 14) for the death of a member of the employee's immediate family. Up to three (3) of the five (5) days of leave shall be paid as bereavement leave and not deducted from the employee's leave bank(s). In the event of no available leave balances, the employee may be granted leave without pay in accordance with Section 11 of this Ordinance.

Section 7. To amend Ordinance No. 2713-2013, as amended, by amending Section 12(B)(1) as follows:

- (B) Vacation Accruals. Each full-time non-seasonal employee working a forty (40) hour workweek, except as otherwise provided in this Section, shall earn vacation in accordance with the following schedule:

<u>Years of Service</u>	<u>Hours Per Pay Period</u>	<u>Days Per Year</u>
Less than 3 years	3.077 hours	10 days
3 years but less than 6 years	4.924 hours	16 days
6 years but less than 13 years	7.077 hours	23 days
13 years but less than 20 years	8.000 hours	26 days
20 years but less than 25 years	8.616 hours	28 days
25 years or more	9.231 hours	30 days

- (1) In order to recruit qualified persons to positions of responsibility, appointing authorities, in their discretion, may give an **new** employee receiving initial appointment to a position in the classified or unclassified service under Section 5(E) of this Ordinance more vacation leave than stated above, specifically sixteen (16) days or twenty-three (23) days per year, but not to exceed twenty-three (23) days per year, in appropriate circumstances. When awarding more vacation leave to a new employee, an Appointing Authority should consider the employee's qualifications and work experience, in both the private and public sectors; the level of responsibility required in the position, including the exercise of independent judgment, the need for discretion and confidentiality, and the ability to bind his/her Appointing Authority; as well as the availability of qualified persons to perform such jobs, and other pertinent market factors. If an Appointing Authority wishes to give a newly hired employee more vacation leave, his/her decision must be reviewed and approved by the Human Resources Director or designee before it takes effect.

Section 8. That existing Sections 5(C), 5(D), 5(E), 5(F), 5(G), 10(L), and 12(B) of Ordinance No. 2713-2013, as amended, are hereby repealed.

Section 9. For reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor or ten (10) days after passage if the Mayor neither approves nor vetoes the same.