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CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

Item Number: 1

DATE: August 13, 2024

TO: Mark Washington, City Manager

COMMITTEE: Fiscal Committee
LIAISON: Molly Clarin, Chief Financial Officer

FROM: Michelle Eddie, Assistant Human Resources Director
Human Resources

SUBJECT: **Salary Ordinance amending Section 3.2 of Ordinance 2022-40,
New Classification - Chief of Staff**

Due to the recent resignation of the Performance and Sustainability Officer, the Executive Office has re-evaluated this classification and decided to split the role, separating Sustainability from Strategy. The chief strategy responsibility for the organization is now embedded within the Chief of Staff role.

Attached is an Ordinance to amend Ordinance 2022-40, Section 3.2 by adding the classification and pay range of Chief of Staff. The classification and salary range were approved by the Civil Service Board on July 29, 2024.

CLASS CODE	CLASS TITLE	OLD RANGE	NEW RANGE
576	Chief of Staff	NEW	23U \$115,432 – 151,608

Please place this item on the next City Commission agenda.

ME/ez

Your FISCAL COMMITTEE recommends the adoption of the following ordinance amending Section 3.2 of Ordinance 2022-40.

AN ORDINANCE AMENDING SECTION 3.2 OF SALARY ORDINANCE 2022-40

ORDINANCE NO. 2024-

THE PEOPLE OF THE CITY OF GRAND RAPIDS DO ORDAIN:

Section 1. That Section 3.2 of Salary Ordinance 2022-40, be amended to read as follows:

“Section 3.2. Executive Level Group

132	Wellness Coordinator	12U
134	Assistant Employee Benefits Manager	15U
135	Employee Benefits Manager	18U
143	Director of Oversight and Public Accountability	22U
206U	Deputy Fire Chief	22U
343	Parking Systems Director	21U
372	Public Services Director	24U
373	Director of Public Works	24U
547	Mobile GR Director	23U
553	Mobile GR Manager	21U
554	Communications Director	22U
570	Customer Service Director	23U
572	Senior Labor Relations Specialist	19U
573	Chief Sustainability Officer	20U
574	Performance and Sustainability Officer	22U
575	Government and Legislative Affairs Officer	21U
576	Chief of Staff	23U
599	Deputy Chief Financial Officer	23U
601U	Management Services Coordinator	16U
610	Income Tax Administrator	20U
613	Budget Director	20U
616	City Assessor	23U
617	Deputy City Manager	29U
618	Director of Information Technology	24U
623	Assistant City Manager	28U
625	City Purchasing Agent	20U
627	Risk Manager	19U
628	Labor Relations Specialist	17U
629	Assistant Human Resources Director	22U
630	Director of Human Resources	24U

634	Labor Relations Manager	21U
643	Chief Services Officer	25U
654	Chief Financial Officer	27U
655	Managing Director	25U
657	Environmental Services Manager	24U
661	Water System Manager	24U
662	Utilities Director	26U
665	Director of Facilities & Fleet Management	23U
667	Traffic Safety Director	23U
670	City Engineer	26U
675	Facilities Management Director	21U
678	Fiscal Services Manager	20U
679	Executive Director – DDA	21U
683	Assistant City Attorney I	15U
684	Assistant City Attorney II	19U
685	Assistant City Attorney III	22U
686	Deputy City Attorney	26U
711	Planning Director	23U
713	Director of Parks and Recreation	23U
720	Neighborhood Improvement Director	22U
724	Community Development Director	23U
727	Director of Legal Affairs	24U
730	Economic Development Director	23U
739	Director of Equity and Engagement	22U
801	Fire Chief	27UF
816	Deputy Police Chief	23UF
817	Police Chief	27UF”

Section 2. That all Ordinances in conflict herewith are repealed.

CORRECT IN FORM

 CITY ATTORNEY