

SPONSOR: Daniel Spitale  
At-Large Councilman

ORDINANCE NUMBER 9229

An Ordinance fixing the SALARIES AND WAGES of all city officials and employees of the City of Hammond, Indiana other than those fixed by statute or by Ordinance heretofore enacted, and fixing the effective date thereof.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF HAMMOND, INDIANA:

SECTION ONE: For the calendar year 2014, the salary schedule for appointed officials and employees of the City of Hammond, Indiana be fixed as follows:

SECTION TWO: The salaries authorized in this ordinance are compensation to be paid to any city official or employee of the City of Hammond unless otherwise authorized by law or ordinance.

SECTION THREE: This ordinance shall have no applicability to elected officials of the City of Hammond.

SECTION FOUR: If any part, parts, section, sections, provision, clause or portions of this ordinance shall be adjudged invalid or unconstitutional, such invalidity or constitutionality shall not affect the validity or constitutionality of this ordinance as a whole or of any other part, parts, section, sections, provision, clause or portion of this ordinance. ,

SECTION FIVE: For 2014 the payday shall be every other Friday commencing on January 3<sup>rd</sup>, 2013.

SECTION SIX: The minimum wage paid to any City employee shall be in compliance with the Federal law.

SECTION SEVEN: The City will pay the employees 3% contribution into PERF as of January 1, 1992.

SECTION EIGHT: Part-time employees shall be paid from the part-time line item budget within a department. Hourly rates shall be fixed ranging from minimum wage to \$15.00 per hour at the discretion of the department head based upon job assignment and experience.

SECTION NINE: Employees of the City Clerk's Office shall receive acting pay when so entitled pursuant to Ordinance No.8318

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SECTION TEN – Police Department Civilian Personnel: Each civilian Police Department employee scheduled to work the afternoon or midnight shift shall receive a shift differential pay allowance which shall be paid in the following manner: \$13.00 per week for afternoons, \$13.00 for midnights. Communications training operators, computer system technicians, and other specialties shall receive \$50.00 per month if warranted. When an employee is called in to work overtime, such employee shall be guaranteed a minimum of two (2) hours pay at the overtime rate. In the event an employee is held over his regular work shift to work, such employee shall receive regular overtime pay in increments of one-half (1/2) hour, but shall not be guaranteed a minimum of two hours. \$50.00 shall be paid to each civilian police department employee that works a holiday as defined in City Ordinance 37.15 section 'D' with the exception of Good Friday. Pay shall be for holidays set forth by the Mayor.

SECTION ELEVEN: All employees shall receive the following longevity pay, unless specified otherwise by contract:

After 3 years	\$1,600 per year
After 8 years	\$1,800 per year
After 13 years	\$2,000 per year

Overtime rates shall be set at 1 & ½ times the hourly rate for over 8 hours per day or 40 hours per week and 2 times the hourly rate for Sundays and Holidays if the employee qualifies for overtime payment under FLSA guidelines.

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BE IT FURTHER ORDAINED by the Common Council, that this Ordinance shall be in full force and effect from and after January 1, 2014, signing by the President of the Common Council and approval by the Mayor.

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Michael Opinker /s/  
President, Common Council

ATTEST:

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Robert J. Golec, City Clerk /s/

PRESENTED BY ME, the undersigned City Clerk of the City of Hammond to the Mayor of said City for his approval on the 29<sup>th</sup> day of October, 2013 at 1:05 p.m. o'clock.

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Robert J. Golec, City Clerk /s/

THE FOREGOING ORDINANCE NO. 9229 approved by the Mayor on the 29<sup>th</sup> day of October, 2013.

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Thomas M. McDermott, Jr., Mayor /s/

PASSED by the Common Council on the 28<sup>th</sup> day of October, 2013 and by the Mayor on the 29<sup>th</sup> day of October, 2013.

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Robert J. Golec, City Clerk /s/

DEPARTMENT	2014 ANNUAL SALARY	2014 BI WEEKLY	2014 OTHER
<b>MAYOR'S OFFICE</b>			
EXECUTIVE SECRETARY	52,520	2,020.00	
ADMINISTRATIVE SECRETARY	38,380	1,476.15	
<b>CONTROLLER'S OFFICE</b>			
CONTROLLER	79,099	3,042.28	6,698
			6,031
DEPUTY CONTROLLER/BUDGET ASSISTANT	57,613	2,215.90	
OFFICE MANAGER - PAYROLL CLERK	46,899	1,803.82	
SENIOR CLERK	36,927	1,420.25	
CLERK	30,453	1,171.25	
<b>CLERK'S OFFICE</b>			
CHIEF DEPUTY CITY CLERK	54,045	2,078.66	
OFFICE MANAGER	45,489	1,749.59	
CLERK/COUNCIL COORDINATOR	39,234	1,509.02	
SENIOR STAFF ACCOUNTANT	40,985	1,576.34	
STAFF ACCOUNTANT	39,854	1,532.83	
SENIOR CLERK	37,232	1,431.99	
CLERK	32,242	1,240.09	
<b>JUDGE'S OFFICE</b>			
ADMINISTRATIVE MANAGER	38,592	1,484.31	
CHIEF BAILIFF	38,294	1,472.85	
GRAFFITI COORDINATOR - PT BAILIFF	32,772	1,260.46	
CIVIL REFEREE	25,347	974.88	
CRIMINAL REFEREE	25,347	974.88	
EXECUTIVE SECRETARY	34,507	1,327.18	
COMMUNITY SERVICE COORDINTOR & PT BAILIFF	32,772	1,260.46	
CHIEF PUBLIC DEFENDER	15,314	588.99	
ASSISTANT PUBLIC DEFENDER	15,314	588.99	
CHIEF PROBATION OFFICER	64,283	2,472.42	

PROBATION OFFICER	47,773	1,837.42
PROBATION OFFICER II	36,928	1,420.31
PROBATION SECRETARY	30,604	1,177.08

<b>INSPECTION DEPARTMENT</b>
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CHIEF OF INSPECTION	72,828	2,801.08
BUILDING COMMISSIONER	62,208	2,392.61
CODE COMMISSIONER	62,208	2,392.61
ZONING ADMINISTRATOR	53,733	2,066.65
ELECTRICAL INSPECTOR	49,278	1,895.30
BUILDING INSPECTOR	47,500	1,826.92
INSPECTOR	40,054	1,540.52
OFFICE MANAGER	41,553	1,598.21
ADMINISTRATIVE ASSISTANT	37,375	1,437.50
SECRETARY	34,683	1,333.98
BOARD OF ZONING APPEALS PER MONTH	35.00	
HEATING BOARD - PER QUARTER	30.00	
ELECTRICAL BOARD - PER APPLICANT	10.00	
BUILDING CONTRACTOR'S BOARD - MONTHLY	30.00	

	<b>2014 ANNUAL SALARY</b>	<b>2014 BI WEEKLY</b>	<b>2014 OTHER</b>
<b>DEPARTMENT</b>			

<b>COMMON COUNCIL</b>
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SECRETARY - CLERK	38,821	1,493.12
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<b>LAW DEPARTMENT</b>
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CORPORATION COUNCIL	99,693	3,834.35
ADMINISTRATIVE SECRETARY	38,907	1,496.43
LEGAL SECRETARY	37,846	1,455.60

<b>ENGINEERING/PUBLIC WORKS</b>
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CITY ENGINEER	79,074	3,041.30	12,030 1,297 420
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ASSISTANT ENGINEER	57,846	2,224.84
SENIOR ENGINEER	44,742	1,720.85
CITY HALL MAINTENANCE SUPERVISOR	45,059	1,733.04
ACCOUNTING CLERK	42,362	1,629.32
STREET LIGHT MANAGER	42,124	1,620.16
OFFICE MANAGER	42,934	1,651.31
MAINTENANCE/ELECTRICAL SPECIALIST	39,119	1,504.59
LIGHTING MAINTENANCE SPECIALIST	35,496	1,365.25

<b>PLANNING DEPARTMENT</b>
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DIRECTOR OF PLANNING	67,129	2,581.87
SECRETARY	37,122	1,427.75
COMMISSION MEMBERS - PER MEETING	35.00	

<b>INFORMATION TECHNOLOGY</b>
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IT DIRECTOR	73,947	2,844.12
HELP DESK MANAGER	49,346	1,897.92

<b>ENVIRONMENTAL MANAGEMENT PENALTIES</b>
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DIRECTOR/CHIEF	84,848	3,263.39
WASTE FUEL ENGINEER	76,203	2,930.90
CHIEF ENGINEER	67,567	2,598.73
COMPLIANCE ENGINEER #2	55,841	2,147.73
SENIOR INSPECTOR	43,523	1,673.96
INSPECTOR #2	40,099	1,542.27
INSPECTOR #1	40,807	1,569.50

<b>HUMAN RELATIONS/HUMAN RESOURCES</b>
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PERSONNEL OFFICER	54,065	2,079.42
COLLEGE BOUND COORDINATOR	44,440	1,709.23

	<b>2014</b>	<b>2014</b>	<b>2014</b>
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DEPARTMENT	ANNUAL SALARY	BI WEEKLY	OTHER
<b>POLICE CIVILIAN PERSONNEL</b>			

TELECOMMUNICATOR (GRADE 1)	44,992	1,730.48	
TELECOMMUNICATOR (GRADE 2)	39,889	1,534.19	
TELECOMMUNICATOR (GRADE 3)	35,929	1,381.87	
TELECOMMUNICATOR (PROBATIONARY)	29,290	1,126.54	
CERTIFIED MECHANIC	44,467	1,710.28	
MECHANIC	43,524	1,674.00	
EXECUTIVE SECRETARY	35,933	1,382.03	
PAYROLL CLERK	36,038	1,386.08	
BOOKKEEPER	33,304	1,280.91	
SENIOR CLERK	32,663	1,256.28	
BOOKING CLERK	31,199	1,199.96	
SECRETARY - CLERK TYPIST	30,459	1,171.48	
ANIMAL CONTROL OFFICE MANAGER	30,496	1,172.92	
ANIMAL CONTROL OFFICER (HOURLY)	18.18		
KENNEL MASTER (HOURLY)	15.13		
ASST KENNEL MASTER (HOURLY)	13.21		

SHIFT DIFFERENTIAL: Section 1. Each Civilian Police Department employee scheduled to work the afternoon or midnight shift shall receive a shift differential pay allowance which shall be paid in the following manner: \$13.00 per week for afternoons, \$13.00 for midnight's

SPECIALTY PAY: \$50.00 Per month for communications training operators, computer system technicians other specialties if warranted and qualified.

OVERTIME: When an employee is called in to work overtime, such employee shall be guaranteed a minimum of two (2) hours pay at the overtime rate. In the event an employee is held over his regular work shift to work, such employee shall receive regular overtime pay in increments of one-half (1 - 2) hour, but shall not be guaranteed a minimum of two (2) hours

HOLIDAY PAY: \$50.00 Shall be paid to each civilian police department employee that works a holiday as defined in City Ordinance 37.15 section "D" with the exception of Good Friday. Pay shall be for eleven holidays annually:

<b>FIRE CIVILIAN PERSONNEL</b>
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CHIEF'S SECRETARY	33,912	1,304.30
BOOKKEEPER	32,222	1,239.31

DEPARTMENT	2014 ANNUAL SALARY	2014 BI WEEKLY	2014 OTHER
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<b>MOTOR VEHICLE HIGHWAY/PUBLIC WORKS</b>
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DIRECTOR	80,000	3,076.92
DEPUTY DIRECTOR	70,000	2,692.31
DISTRICT SUPERVISOR	62,000	2,384.62
DISTRICT FOREMAN	52,000	2,000.00
OFFICE MANAGER	42,934	1,651.31
PAYROLL CLERK	36,038	1,386.08
ADMINISTRATIVE ASSISTANT	32,069	1,233.42
BUILDING MAINTENANCE MAN(HOURLY)	18.24	
HEAD MECANNIC	20.72	
MECHANIC/MASTER CRAFTSMAN	19.78	
SWEEPER/HI-LIFT/EQPT OPERATOR	17.61	
TIREMAN	17.59	
CRAFTSMAN	18.13	
SIX-WHEEL DRIVER	17.22	
RADIO DISPATCHER	16.68	
LABORER	16.21	



<b>PARK DEPARTMENT/PUBLIC WORKS</b>
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ADMINISTRATOR	68,004	2,615.55
EVENTS COORDINATOR	47,261	1,817.73
CIVIC CENTER MANAGER	46,037	1,770.65
RECREATION SUPERVISOR	44,440	1,709.23
JEAN SHEPHERD CENTER MANAGER	41,410	1,592.69
SECRETARY	39,239	1,509.17
OFFICE MANAGER	28,640	1,101.52
CLERK	24,722	950.84
PARK BOARD MEMBER - MONTHLY	100.00	
JANITOR	17.28	
MAINTENANCE MAN	16.70	

<b>REDEVELOPMENT</b>
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EXECUTIVE DIRECTOR	73,947	2,844.12
BUSINESS DEVELOPMENT PLANNER	48,202	1,853.93
REDEVELOPMENT COORDINATOR	44,900	1,726.91
RECEPTIONIST/OFFICE COORDINATOR	34,832	1,339.69
PAYABLE - RECEIVABLE CLERK	32,987	1,268.72
COMMISSIONER(MONTHLY)	250.00	

<b>FIRE PENSION FUND</b>
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SECRETARY	9,472	364.30
BOOKKEEPER	1,810	69.61
ELECTED TRUSTEE (YEARLY)	300	

<b>POLICE PENSION FUND</b>
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SECRETARY	9,472	364.30
BOOKKEEPER	1,810	69.61

	2014 ANNUAL SALARY	2014 BI WEEKLY	2014 OTHER
DEPARTMENT			

<b>COMMUNITY DEVELOPMENT</b>
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COMMUNITY DEVELOPMENT DIRECTOR	67,864	2,610.15
ECONOMIC DEVELOPMENT DIRECTOR	67,132	2,581.99
REHAB MANAGER	60,029	2,308.82
FINANCE MANAGER	52,929	2,035.73
REHAB INSPECTOR	49,789	1,914.96
LOAN OFFICER	44,900	1,726.91
ED MARKETING COORDINATOR	34,832	1,339.69
SOCIAL SERVICE COORDINATOR	44,020	1,693.07
CD ADMINISTRATIVE ASSISTANT	31,215	1,200.58
ADMINISTRATIVE SECRETARY	40,977	1,576.03
NSP SPECIALIST II	31,215	1,200.58
NSP SPECIALIST	28,136	1,082.14
PROPERTY MAINTENANCE LABORER (HOURLY)	16.19	

**LONGEVITY PAY:**

AFTER 3 YEARS	1,600	61.54
AFTER 8 YEARS	1,800	69.23
AFTER 13 YEARS	2,000	76.92

OVERTIME: 1 & 1 - 2 times the hourly rate for over 8 hours per day or 40 hours per week and Saturdays, 2 times the hourly rate for Sundays and Holiday worked. Office personnel shall be paid 1 & 1 - 2 times the hourly rate for over 8 hours per day or 40 hours per week if the employee qualifies for overtime payment under FSLA guidelines.

**ALL CITY EMPLOYEES ARE ENTITLED TO A FREE MEMBERSHIP IN THE CIVIC CENTER HEALTH CLUB**

**SPECIAL BOARD SALARIES**

<b>CONTROLLER</b>
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WATER DEPARTMENT	6,765	260.19
SANITARY DISTRICT	6,091	234.28

<b>CITY ENGINEER</b>
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WATER DEPARTMENT	1,310	50.38
SANITARY DISTRICT	12,150	395.07
PLAN COMMISSION	420	35.00