

# ORDINANCE NUMBER 13-30

## 2014 Salary Ordinance

### AN ORDINANCE OF THE CITY OF WESTFIELD CONCERNING SALARIES, WAGES, BENEFITS, STIPENDS AND OTHER COMPENSATION FOR THE 2013 CALENDAR YEAR

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WESTFIELD:

#### Section 1

The salaries, hourly wages, stipends, and other compensation for employees of the City of Westfield are described on Attachment A or described in this ordinance.

#### Section 2

Additional comments regarding city attorney compensation.

##### **Attorney for the City:**

Compensation per Attachment A plus additional compensation for extraordinary duties assigned by the City Council during the year.

##### **Attorney for the Plan Commission and Board of Zoning Appeals**

Compensation per Attachment A plus additional compensation for extraordinary duties recommended by the Plan Commission and Board of Zoning Appeals and authorized by the City Council.

#### Section 3.

The employee contribution to the Public Employee's Retirement Fund (PERF) will be paid for the employees by the City of Westfield.

#### Section 4.

The retirement contributions and other benefit programs offered by the City of Westfield on behalf of the employees are described on Attachment B.

ADOPTED AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013, BY THE WESTFIELD CITY COUNCIL, HAMILTON COUNTY, INDIANA.

**WESTFIELD CITY COUNCIL**

**Voting For**

**Voting Against**

**Abstain**

\_\_\_\_\_  
Jim Ake

\_\_\_\_\_  
Jim Ake

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Jim Ake

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Steven Hoover

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Steven Hoover

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Steven Hoover

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Robert L. Horkay

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Robert L. Horkay

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Robert L. Horkay

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Charles Lehman

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Charles Lehman

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Charles Lehman

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Robert J. Smith

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Robert J. Smith

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Robert J. Smith

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Cindy L. Spoljaric

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Cindy L. Spoljaric

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Cindy L. Spoljaric

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Robert W. Stokes

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Robert W. Stokes

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Robert W. Stokes

ATTEST:

\_\_\_\_\_  
Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 13-30 was delivered to the Mayor of Westfield

on the \_\_\_\_\_ day of \_\_\_\_\_, 2012, at \_\_\_\_\_ m.

\_\_\_\_\_  
Cindy Gossard, Clerk-Treasurer

I hereby APPROVE ORDINANCE 13-30

this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
J. Andrew Cook, Mayor

I hereby VETO ORDINANCE 13-30

this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
J. Andrew Cook, Mayor

**2014 Salary Ordinance  
Attachment A**

	<b>Annual Base Amount - Exempt Employees</b>	<b>Paid Annual Hours</b>	<b>Hourly Base Amount - Non-Exempt Employees</b>
<b>Salaried Department Heads</b>			
Economic and Community Development Director	\$115,000 - \$150,000	2080	
Director of Informatics	\$79,248 - \$95,000	2080	
Enterprise Development Director	\$83,926 - \$98,000	2080	
Fire Chief	\$80,000 - \$98,800	2080	
Parks Director	\$73,200 - \$88,000	2080	
Police Chief	\$80,000 - \$98,800	2080	
Public Works Director	\$81,619 - \$98,000	2080	
<b>Mayor</b>			
Mayor's Chief of Staff	\$99,000 - \$115,000	2080	
<b>General Administration</b>			
Project Analyst		2080	\$16.47 - \$25.55
Project Manager		2080	\$25.55 - \$33.65
Financial Strategist		2080	\$29.85 - \$41.21
Administrative Assistant		2080	\$14.49 - \$22.06
HR Manager	\$50,600 - \$67,500	2080	
HR Assistant		2080	\$16.83 - \$21.63
Director of Communications	\$50,600 - \$61,000	2080	
Communications Specialist		2080	\$19.07 - \$25.55
Marketing Manager		1300	\$16.83 - \$21.63
Executive Assistant		1950	\$22.06 - \$26.82
Facility Coordinator		1164	\$14.49 - \$32.00
YAP Caseworker		2080	\$13.53 - \$19.63
<b>Customer Service Division</b>			
Supervisor	\$48,194 - \$69,160	2080	
Billing Clerk		2080	\$18.15 - \$25.06
Customer Service Representative		2080	\$14.93 - \$19.63
Inquiries Clerk		2080	\$11.69 - \$16.15
Part-Time Customer Service Representative or Inquiries Clerk			\$11.69 - \$16.15
<b>Clerk Treasurer</b>			
Chief Deputy		1950	\$21.08 - \$35.00
Financial Analyst		1950	\$21.31 - \$35.00
Payroll Clerk		1950	\$17.99 - \$30.00
Records Management		1950	\$18.47 - \$24.33
Accounting Specialist		1950	\$16.47 - \$27.45

**2014 Salary Ordinance  
Attachment A**

	Annual Base Amount - Exempt Employees	Paid Annual Hours	Hourly Base Amount - Non-Exempt Employees
<b>Economic and Community Development/Building</b>			
Assistant Director	\$54,996 - \$79,997	2080	
Senior Planner	\$45,000 - \$65,000	2080	
Associate Planner		2080	\$18.27 - \$24.04
Building Commissioner	\$40,000 - \$70,000	2080	
Building Inspector		2080	\$13.22 - \$24.04
Records Technician		2080	\$13.22 - \$24.04
Project Expediter		2080	\$14.42 - \$24.04
Administrative Assistant		2080	\$12.02 - \$18.03
<b>Fire Department</b>			
Deputy/Division Chief	\$62,088-\$89,145	2080	
Battalion Chief/Captain		2756	\$22.50-\$33.57
Lieutenant/Senior/3rd Class Firefighter		2756	\$17.62-\$25.30
2nd Class Firefighter		2756	\$14.49-\$19.82
Probationary Firefighter		2756	\$14.22-\$16.30
Paramedic		3316	\$14.22-\$19.82
Firefighter/Paramedic		2756	\$17.29-\$25.30
Aid to Fire Chief			\$29.85-\$42.86
Administration		1950	\$17.62-\$25.30
<b>Information Technology</b>			
Assistant Director	\$62,088 - \$85,717	2080	
GIS Coordinator	\$62,088 - \$85,717	2080	
Operations Coordinator		2080	\$14.49 - \$32.28
Sr. Systems Analyst		2080	\$29.85 - \$41.21
Systems Analyst		2080	\$14.49 - \$32.28
<b>Parks</b>			
Administration		2080	\$14.93 - \$19.63
Program Coordinator		2080	\$18.15 - \$25.07
Special Event Coordinator		2080	\$18.15 - \$25.07
Out Reach Manager		2080	\$23.17 - \$33.25
Maintenance Supervisor		2080	\$23.17 - \$33.25
Trails Foreman		2080	\$18.15 - \$25.07
Grounds & Facility Foreman		2080	\$18.15 - \$25.07
Maintenance Crew Leader		2080	\$18.15 - \$26.06
Laborers		2080	\$10.50 - \$24.23
Seasonal Laborers		320	\$10.00
Seasonal Laborers		1180	\$10.00
<b>Police Department</b>			
Assistant Chief	\$75,000 - \$85,000	2080	
Major	\$75,000 - \$83,000	2080	
Captain	\$73,000 - \$79,000	2080	
Lieutenant		2080	\$32.00 - \$36.00
Sergeant		2080	\$30.00 - \$33.75
Administrative Lieutenant		2080	\$32.00 - \$36.00

**2014 Salary Ordinance  
Attachment A**

	<b>Annual Base Amount - Exempt Employees</b>	<b>Paid Annual Hours</b>	<b>Hourly Base Amount - Non-Exempt Employees</b>
Detective Lieutenant		2080	\$32.00 - \$36.00
Detective		2080	\$30.00 - \$33.75
Criminalist		2080	\$27.62 - \$33.75
Patrol 1st Class		2080	\$27.62 - \$31.25
Patrol 2nd Class		2080	\$26.50 - \$30.00
Patrol 3rd Class		2080	\$25.72 - \$28.75
Probationary Patrol		2080	\$22.60 - \$26.25
School Resource Officer		2080	\$25.72 - \$31.25
Records Manager/System Administrator/Tech Support		1950	\$19.48 - \$26.67
Records Assistant		1950	\$17.85 - \$22.67
Project Coordinator		1950	\$15.00 - \$25.33
Administration/Support		1950	\$17.85 - \$22.67
Receptionist		1950	\$15.38 - \$20.00
Community Services Officer (CSO)		2080	\$16.83 - \$21.25
<b>Police/Fire Department</b>			
Executive Director (Public Safety Training Center)	\$80,000 - \$95,000	2080	
<b>Public Works</b>			
<b>PW Administration</b>			
Assistant Director	\$65,000 - \$85,000	2080	
Project Manager I		2080	\$16.83 - \$21.63
Project Manager II		2080	\$21.63 - \$26.44
Sr. Project Manager	\$55,000 - \$75,000	2080	
Project Manager Supervisor	\$79,248 - \$95,000	2080	
Utilities Manager	\$63,939 - \$88,296	2080	
Safety and Fleet Manager		2080	\$21.63 - \$26.44
Office Manager		2080	\$23.17 - \$33.25
Administration		2080	\$14.93 - \$19.63
<b>Instrumentation and Control Division</b>			
Instrumentation and Control Supervisor	\$63,939 - \$88,296	2080	
Instrumentation and Control Representative		2080	\$18.15 - \$25.06
<b>Water Division</b>			
Water Supervisor	\$46,800 - \$67,143	2080	\$23.17 - \$33.25
Water Plant Operators		2080	\$18.15 - \$25.06
Water Field Service Representative		2080	\$14.93 - \$19.63
<b>Wastewater Division</b>			
Plant Supervisor	\$48,194 - \$69,160	2080	
Plant/Collection Operators		2080	\$18.15 - \$25.06
Lift Operator		2080	\$14.93 - \$19.63
<b>Street Division</b>			
Superintendent	\$48,194 - \$69,160	2080	
Street Supervisor	\$48,194 - \$69,160	2080	
Street Foreman		2080	\$18.15 - \$25.06
Street Crew		2080	\$18.15 - \$25.07
Senior Equipment Operator		2080	\$18.15 - \$25.09
Sign Maintenance Technician		2080	\$14.93 - \$19.63
Street Laborer II		2080	\$14.93 - \$19.64
Street Laborer		2080	\$11.69 - \$16.15

**2014 Salary Ordinance  
Attachment A**

	<b>Annual Base Amount - Exempt Employees</b>	<b>Paid Annual Hours</b>	<b>Hourly Base Amount - Non-Exempt Employees</b>
G&M Crew Leader		2080	\$18.15 - \$25.06
G&M Laborers		2080	\$11.69 - \$16.15
Part-Time Street Laborer		520	\$10.50
<b>Development and Construction Division</b>			
Supervisor	\$48,194 - \$69,160	2080	
Plan Reviewer		2080	\$18.15 - \$25.06
Senior Inspector		2080	\$23.17 - \$33.25
Inspector		2080	\$18.15 - \$25.06
<b>Engineering Division</b>			
Engineer	\$63,939 - \$88,296	2080	
Engineer Project Manager		2080	\$23.17 - \$33.25
Engineer Technician		2080	\$23.17 - \$33.25
Part-Time Engineering Tech		520	\$10.50
<b>GIS Division</b>			
GIS Coordinator	\$62,088 - \$85,717	2080	\$30.74 - \$42.45
<b>Other</b>			
Interns	Up to \$10,000 annually		
Attorney (Plan Comm & BZA)	Up to \$40,000		
City Attorney	Up to \$40,000		
Director of Operations	\$10,000 - \$20,000		
Advisory Plan Commission	\$400 per quarter		
City Board of Public Works	\$262.50 per quarter		
Fire Merit Board Commission	\$200 per quarter		
City Department Stipends	\$250 - \$5,000 Per year		
City of Westfield Longevity	Schedule 1 Attached		

# Benefit Summaries 2014

## Civilian Personnel

(Administration, Police Admin, Clerical, Fire Admin, Community/Economic Development, Informatics, Parks and Westfield Public Works)

### INSURANCE

**HEALTH, LIFE, DENTAL, VISION, WORKERS COMPENSATION** – As available for all employees

**SOCIAL SECURITY / MEDICARE CONTRIBUTIONS** –As provided for all employees

**EMPLOYEE ASSISTANCE PROGRAM** - As provided for all employees

### RETIREMENT

**Civilian PERF** – 13.5% (2014) of the employee's salary is contributed by the City for the PERF program (Public Employees Retirement Fund).

1. 3% of the employee's salary is contributed on behalf of the employee (employee's contribution) and identified in a private PERF account for the employee. This money is available to the employee if they would resign from the City. Once the employee begins to draw a retirement check from PERF this fund may be used to supplement that monthly retirement or received in full at retirement.
2. 10.5% of the employee's salary is contributed for the employee (City's contribution) and is added to the general state retirement fund that supports all state employees through the PERF retirement program.

#### **457 Plan (Supplemental Retirement Plan)**

The City of Westfield offers one supplemental 457 retirement plan to all employees. Employees may contribute (pre tax) a maximum amount authorized by law into the plan.

#### **City Matching Contribution**

To encourage employee participation in the 457 plans, the City makes a matching contribution of \$.667 for each \$1.00 contributed up to 6% of base pay for all civilian employees. This matching contribution is made in July and January of each year into a 401A account the requires vesting.

### HOLIDAY PAY SCHEDULE

As approved by the City Council. Pay for actual days approved by Council coordinated with approval with supervision.

## **Certain Professional Police Personnel**

### **INSURANCE**

**HEALTH, LIFE, DENTAL, VISION, WORKERS COMPENSATION**– As available for all employees

**SOCIAL SECURITY / MEDICARE CONTRIBUTIONS** – As provided for all employees

**EMPLOYEE ASSISTANCE PROGRAM** – As provided for all employees

### **RETIREMENT**

#### **Police PERF**

Certain Professional Police personnel are covered by a state sponsored retirement plan that is referred to as the “1977 Police and Fire PERF program” (1977 PERF plan). This program began January 1, 2008 for Professional Police Officers.

1. 19.7% of the “Patrolman 1<sup>st</sup> Class” base salary plus 20 years longevity pay is contributed by the City to the POLICE AND FIRE PERF plan for those in the 1977 PERF plan.
2. 6% based on 1. above is deducted from each police personnel’s bi-weekly pay to make an additional contribution to this plan.

#### **Supplemental Retirement Plan**

To supplement retirement (because certain police officers are not in the Police and Fire PERF Plan), the City contributes 13% of the officer’s base pay into the 457 plan. This is done in July and January of each year.

#### **457 Supplemental Retirement Plan**

Professional police officers can contribute additional (pretax) funds into their 457 plan to further supplement their retirement if they so desire.

#### **City Matching Contribution**

There is no matching program for this category of Professional police personnel.

### **HOLIDAY PAY SCHEDULE -**

Police officers are permitted to “select” their “Holidays” as additional Floating Holidays scheduled with their supervisor. The number of holidays (equal in number of hours) approved by the council is the same number of holiday hours offered to police officers.

## **Certain Professional Fire Personnel**

### **INSURANCE**

**HEALTH, LIFE, DENTAL, VISION, WORKERS COMPENSATION** – As available for all employees

**SOCIAL SECURITY / MEDICARE CONTRIBUTIONS** – As provided for all employees

**EMPLOYEE ASSISTANCE PROGRAM** – As provided for all employees

### **RETIREMENT**

**Civilian PERF** – 13.5% (2014) is contributed by the City for the PERF program (Public Employees Retirement Fund)

1. 3% is contributed on behalf of the employee (employee's contribution) and identified in a private PERF account for the employee. This money is available to the employee if they would resign from the City. Once the employee begins to draw a retirement check from PERF this fund may be used to supplement that monthly retirement or received in full at retirement.
2. 10.5% is contributed for the employee (City's contribution) and is intended to fund the retirement program for all state employees through the PERF program.

#### **Fire PERF**

Professional Fire personnel are covered by a state sponsored retirement plan that is referred to as the "1977 Police and Fire PERF program". This program began in 2000 for the Westfield Fire Department.

1. 19.7% of the "Senior Fire Fighter" base salary plus 20 years longevity pay is contributed by the City to the 1977 POLICE AND FIRE PERF program.
2. 6% based on 1. above is deducted from each fire personnel's bi-weekly pay to make an additional contribution to this plan.

#### **Supplemental Retirement Plan**

To supplement retirement (because certain fire personnel and paramedics are not in the Police and Fire PERF Plan the City contributes 13% of the fire personnel's base pay into the 457 plan. This is done in July and January of each year. This plan began on January 1, 2009, and represents a continuing supplemental retirement program for certain fire personnel.

## ATTACHMENT B

### **457 Supplemental Retirement Plan**

Professional fire personnel can contribute additional (pre tax) funds into their 457 plan to further supplement their retirement if they so desire.

### **City Matching Contribution**

There is no matching program for Professional fire personnel.

### **HOLIDAY PAY SCHEDULE**

Fire personnel are permitted to “select” their Holidays as additional Floating Holidays scheduled with their supervisor. The number of holidays approved by the council for professional fire personnel is four (4) 24 hour days.

**Schedule 1  
Longevity**

<u>Hire Year</u>	<u>Years Longevity in</u>	<u>Longevity Pay in</u>	<u>2080</u>	<u>1950</u>	<u>Approximately</u>
	<u>2014</u>	<u>2014</u>	<u>Per Hour based on 2080 Hours</u>	<u>Per Hour based on 1950 Hours</u>	
2013	0	\$0.00	\$0.00	\$0.00	Years 1-10 \$200/Year
2012	1	\$200.00	\$0.10	\$0.10	Years 11-25 \$250/Year
2011	2	\$400.00	\$0.19	\$0.21	
2010	3	\$600.00	\$0.29	\$0.31	
2009	4	\$800.00	\$0.38	\$0.41	
2008	5	\$1,000.00	\$0.48	\$0.51	
2007	6	\$1,200.00	\$0.58	\$0.62	
2006	7	\$1,400.00	\$0.67	\$0.72	
2005	8	\$1,600.00	\$0.77	\$0.82	
2004	9	\$1,800.00	\$0.87	\$0.92	
2003	10	\$2,000.00	\$0.96	\$1.03	
2002	11	\$2,250.00	\$1.08	\$1.15	
2001	12	\$2,500.00	\$1.20	\$1.28	
2000	13	\$2,750.00	\$1.32	\$1.41	
1999	14	\$3,000.00	\$1.44	\$1.54	
1998	15	\$3,250.00	\$1.56	\$1.67	
1997	16	\$3,500.00	\$1.68	\$1.79	
1996	17	\$3,750.00	\$1.80	\$1.92	
1995	18	\$4,000.00	\$1.92	\$2.05	
1994	19	\$4,250.00	\$2.04	\$2.18	
1993	20	\$4,500.00	\$2.16	\$2.31	
1992	21	\$4,750.00	\$2.28	\$2.44	
1991	22	\$5,000.00	\$2.40	\$2.56	
1990	23	\$5,250.00	\$2.52	\$2.69	
1989	24	\$5,500.00	\$2.64	\$2.82	
1988 and Previous	25	\$5,750.00	\$2.76	\$2.95	

The following positions do not receive longevity pay: Mayor, Deputy Mayor, Clerk-Treasurer