

Resolution No. 15-15

Resolution: To adopt an Employee Classification Plan and Three Compensation Plans.

WHEREAS, Evergreen Solutions, LLC. was selected to complete a total compensation study and recommend a pay plan to the Mayor and Council that addresses internal equity and external market competitiveness; and

WHEREAS, the Mayor and Council adopted a Compensation Philosophy that calls for an equitable, consistent, transparent compensation and classification plan that is fiscally responsible and rewards experience, accomplishments and performance; and

WHEREAS, Evergreen Solutions, LLC. completed a total compensation study that addresses internal equity and is competitive with benchmark employers in the Washington, D.C. metropolitan area; and

WHEREAS, the Mayor and Council selected three pay plans including an open range pay plan for employees in the Administrative Scale, a step pay plan for employees in the AFSCME Union Scale and a step pay plan for employees in the Police Scale (police officers below the rank of police chief); and

WHEREAS, City Code Section 15-21 requires that "the compensation plan shall take effect either by resolution of the Council or adoption as part of the annual budget of the City"; and

WHEREAS, this resolution supersedes and rescinds the resolution adopted by the Mayor and Council on June 22, 2015 which approved a compensation and classification plan for Fiscal Year 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF ROCKVILLE, that pursuant to Section 15-21 of the Rockville City Code, the attached classification plan and compensation plans providing an open range pay plan for employees in the Administrative Scale and step pay plans for employees in the AFSCME Union Scale and the Police Scale (police officers below the rank of police chief) are hereby approved for implementation retroactively to the first full pay period in July 2015.

Resolution No. 15-15

I hereby certify that the foregoing is a true and correct copy of a
Resolution adopted by the Mayor and Council at its meeting of July 20, 2015.


Sara Taylor Ferrell, Acting City Clerk

Position Grades & Classifications

PAY GRADES BY TITLE

Class Title	Grade
Activity Instructor	100
Childcare/Preschool Aide Groundskeeper	101
Program Assistant	102
Bus Driver Maintenance Worker-Public Works I Maintenance Worker-R&P I Swim Center Assistant	103
Environmental Outreach Coordinator Environmental Protection Specialist Head Swim Coach Inspection Aide Maintenance Worker-Public Works II Maintenance Worker-R&P II Meter Services Technician Program Outreach Worker Sanitation Worker Sanitation Worker-R&P	104
City Hall Facilities Specialist Copy Center/Mail Specialist Fleet Clerk Fleet Mechanic I Maintenance Communications Operator Maintenance Worker-Public Works III Parking Enforcement Officer Photo Enforcement Analyst Records Management Clerk Sanitation Operator Secretary Swim and Fitness Facility Operator Traffic Maintenance Worker Tree Climber	105
Administrative Assistant Assistant Facilities Engineer Box Office and Marketing Manager Certified Tree Climber Facilities Maintenance Trades Worker Facility Coordinator Fiscal Assistant Fleet Mechanic II Human Resources Assistant Inventory Services Clerk Maintenance Supervisor-Athletic Fields Secretary/Bookkeeper Utility Revenue Specialist Video Technician	106

PAY GRADES BY TITLE

Class Title	Grade
Childcare/Preschool Director Community Services Outreach Worker Fleet Mechanic III Fleet Supervisor R&P Meter Services Supervisor Neighborhood Services Officer-Parks Equipment Mechanic Permit Technician Photo Enforcement Supervisor Senior Fiscal Assistant Special Operations Technician	107
Administrative Specialist Buyer Crew Supervisor-Public Works I Crew Supervisor-R&P I Crime Analyst Fleet Mechanic IV Graphics Specialist Human Resources Associate Inventory Services Supervisor Office Manager Police Communications Operator Printing Specialist Recreation and Parks Program Specialist Senior Permit Technician Television Production Specialist Victim Advocate Water Treatment Plant Operator	108
Assistant Community Center Supervisor Assistant to the City Clerk Codes Inspector Community Enhancement Codes Inspector Community Services Program Analyst Community Services Program Coordinator Construction Codes Specialist Construction Inspector Crew Supervisor-Public Works II Crew Supervisor-R&P II Engineering Technician Environmental Specialist Executive Assistant Facilities Engineer Forestry Inspector IT End User Support Specialist Legal Executive Assistant Linkages to Learning Specialist Parks Maintenance Specialist Planner Program Support Supervisor Public Information Specialist Senior Buyer Swim and Fitness Facility Supervisor Television Production Manager Theatre Production Specialist Transportation Planner Water Treatment Plant Shift Leader Zoning Inspector	109

PAY GRADES BY TITLE

Class Title	Grade
Assistant Sports Programs Supervisor Facilities Maintenance Specialist Fire Codes Plans Examiner Fleet Maintenance Supervisor Parks and Facilities Administrative Supervisor Payroll Supervisor Police Officer I Rehabilitation Specialist Senior Codes Inspector Senior Community Enhancement Codes Inspector Senior Construction Inspector Senior Engineering Technician Senior Environmental Compliance Inspector Senior Sediment and Erosion Inspector Senior Zoning Inspector Software Support Specialist Special Operations Supervisor Sports Program Specialist Swim and Fitness Program Supervisor Telecommunications Systems Administrator Theatre and Civic Center Supervisor Traffic Signal and Lighting Technician Youth and Family Counselor	110
Accountant Assistant to the City Attorney Civil Engineer Deputy City Clerk GIS Specialist Human Rights and Community Mediation Administrator Landlord/Tenant Specialist Linkages to Learning Site Coordinator Neighborhood Resources Coordinator Parks and Facilities Development Coordinator Plans Examiner Police Officer II Recycling and Refuse Superintendent Senior Planner Senior Transportation Planner Seniors Program Coordinator Transportation Engineer Utility Revenue Supervisor	111

PAY GRADES BY TITLE

Class Title	Grade
Arts Program Coordinator Assistant City Forester Community Center Supervisor Community Planning & Development Administrator Health and Wellness Program Manager Information Systems Engineer Inspection Supervisor Management Assistant Nature Center Supervisor Police Corporal Principal Construction Inspector Public Works Administrator Seniors Sports And Fitness Supervisor Support Services Coordinator Teen Programs Coordinator	112
Fire Protection Engineer Management & Budget Analyst Principal Planner Principal Transportation Planner Recreation Programs Supervisor Senior Civil Engineer Senior Neighborhood Resources Coordinator Senior Transportation Engineer Seniors Program Supervisor Sports Programs Supervisor	113
Assistant to the City Manager City Forester Civic Center Manager Community Enhancement/Code Enforcement Supervisor Fire Marshall Fleet Manager Horticulturist Human Resources Administrator Operations Maintenance Assistant Superintendent Parks Maintenance Supervisor Parks Services Manager Police Sergeant Principal Buyer Principal Civil Engineer Principal Environmental Engineer Principal Transportation Engineer R&P Marketing Development Manager Senior Accountant Special Events Manager Systems Analyst	114
Application Developer Communications Manager Community Services Manager Planning Supervisor Safety and Risk Manager Senior Information Systems Engineer Senior Management & Budget Analyst Senior Systems Analyst Seniors Program Manager Stormwater Manager Sustainability Coordinator Swim and Fitness Center Manager	115

PAY GRADES BY TITLE

Class Title	Grade
Chief of Construction Management Chief of Housing Programs Chief of Inspection Services Engineering Supervisor Facilities Property Manager Information System Security & Compliance Manager IT End User Services Manager IT Enterprise Project Manager IT Infrastructure Manager Manager, Application Development & GIS Police Lieutenant Water Treatment Plant Superintendent	116
Financial Accounting Manager Financial Systems Manager Operations Maintenance Superintendent Purchasing Manager Superintendent of Parks and Facilities Superintendent of Recreation	117
Assistant City Attorney Chief of Engineering Chief of Environmental Management Chief of Long Range Planning Chief of Traffic and Transportation Chief of Zoning	118
Police Major	119
Deputy Director of Community Planning & Development Services Deputy Director of Finance Deputy Director of Public Works Deputy Director of Recreation and Parks Senior Assistant City Attorney	120
Deputy City Attorney	121
Director of Communications	122
Chief Information Officer Director of Community Planning & Development Services Director of Human Resources Director of Recreation and Parks	124
Chief Financial Officer/Director of Finance Chief of Police Deputy City Manager Director of Public Works	125

Admin. Open Pay Scale, FY 2016

100	28,336	35,420	42,503
101	30,600	38,250	45,900
102	33,048	41,310	49,572
103	35,692	44,615	53,538
104	38,547	48,184	57,821
105	41,630	52,038	62,445
106	44,961	56,201	67,441
107	48,557	60,697	72,836
108	51,470	65,625	79,779
109	54,559	69,563	84,566
110	57,832	73,736	89,640
111	61,302	78,161	95,018
112	64,980	82,850	100,719
113	68,879	87,820	106,761
114	72,322	94,019	115,715
115	75,938	98,720	121,500
116	79,734	103,655	127,575
117	83,722	108,838	133,955
118	87,908	114,280	140,652
119	92,303	119,994	147,685
120	95,995	127,194	158,392
121	99,836	132,283	164,729
122	103,829	137,574	171,317
123	107,982	143,076	178,171
124	112,302	148,801	185,298
125	116,794	154,752	192,711

AFSCME Step Pay Scale, FY 2016

103	35,692	36,670	37,675	38,707	39,768	40,857	41,977	43,128	44,310	45,524	46,771	48,052	49,369	50,722	52,112	53,538
104	38,547	39,603	40,688	41,803	42,948	44,125	45,334	46,576	47,852	49,163	50,510	51,895	53,316	54,777	56,277	57,821
105	41,630	42,771	43,943	45,146	46,383	47,654	48,960	50,301	51,679	53,095	54,550	56,044	57,579	59,157	60,778	62,445
106	44,961	46,193	47,459	48,759	50,095	51,468	52,879	54,327	55,815	57,344	58,915	60,530	62,188	63,893	65,643	67,441

Police Step Pay Scale, FY 2016

110	57,832	59,547	61,312	63,130	65,002	66,929	68,914	70,957	73,062	75,228	77,459	79,756	82,120	84,555	87,062	89,640
111	61,302	63,120	64,991	66,918	68,902	70,945	73,048	75,214	77,444	79,740	82,104	84,539	87,045	89,625	92,282	95,018
112	64,980	66,907	68,891	70,934	73,037	75,203	77,432	79,728	82,093	84,526	87,033	89,613	92,270	95,006	97,823	100,719
114	72,322	74,624	77,000	79,451	81,979	84,589	87,280	90,058	92,924	95,882	98,934	102,083	105,331	108,684	112,143	115,715
116	79,734	82,272	84,891	87,593	90,380	93,257	96,225	99,288	102,448	105,709	109,074	112,546	116,128	119,825	123,638	127,575
119	92,303	95,240	98,272	101,399	104,627	107,957	111,393	114,939	118,597	122,372	126,268	130,287	134,433	138,712	143,126	147,685

