

**RESOLUTION NO. R-19-40**

**A RESOLUTION ADOPTING A POSITION CLASSIFICATION SCHEDULE AND STRUCTURED PROFICIENCY-BASED COMPENSATION PLAN FOR THE CITY OF GLADSTONE, MISSOURI.**

**WHEREAS**, the City Council is committed to the hiring and retention of excellent employees for the delivery of quality service to Gladstone residents; and

**WHEREAS**, it is the City Council's desire to maintain a pay and overall compensation program for employees of the City that is fair and competitive with the pay and compensation package provided by area municipalities; and

**WHEREAS**, the City of Gladstone determined the need to review its current employee position classification and pay plan and awarded a contract to Higbee Associates, LLC for an update to the 2015 Compensation Study; and

**WHEREAS**, it is the intent of the City to establish a pay plan which allows the flexibility to consider each year, during the budget process, significant factors relation to internal occupational group relationships, supply and demand in the marketplace for specific job classes, and the City's financial constraints; and

**WHEREAS**, each position will be placed in an established salary grade and/or level and pay range wherein each employee's compensation will be directly tied to his/her job performance, qualifications, education and experience.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:**

**THAT**, the Position Classification and Structured Proficiency-based Compensation Plan attached hereto as Exhibit "A" and as amended from time to time during the City's annual budget process is hereby adopted for the City of Gladstone, Missouri; and


**FURTHER, THAT**, the City Manager is directed to implement the "Position Classification and Structured Proficiency-based Compensation Plan" and the corresponding equity adjustment model for the City of Gladstone, Missouri, within a reasonable time, consistent with budgetary constraints; and

**FURTHER, THAT** funds for such purpose are authorized from the General, CWSS, PSST and CCPT Funds.

**INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 26<sup>TH</sup> DAY OF AUGUST 2019.**

  
\_\_\_\_\_  
Mayor Carol J. Suter

ATTEST:

  
\_\_\_\_\_  
Ruth E. Bocchino, City Clerk



## *Request for Council Action*

RES ☒ # R-19-40

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 8/22/2019

Department: General Administration

Meeting Date Requested: 8/26/2019

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: Resolution adopting an updated Position Classification Schedule and Compensation Plan that is fair and competitive with the pay and compensation packages provided by area municipalities and is directly tied to an employee's job performance, qualifications, education and experience.

Background: Pursuant to recommendations made by Higbee Associates, LLC, who recently completed an update to the 2015 compensation study and in coordination with the ½ cent sales tax that was successfully passed in April, a new market-based classification schedule and compensation plan was proposed to address recruitment and retention challenges within limited available and qualified candidate pool.

Budget Discussion: Funds are budgeted in the amount of \$710K from the General, CWSS, PSST and CCPT Funds .

Public/Board/Staff Input:

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Charlene Leslie  
Department Director/Administrator

PC  
City Attorney

SW  
City Manager

## EXHIBIT A

## Proposed Position Classification Schedule 2019/2020

GRADE	MINIMUM	MAXIMUM	JOB CLASS TITLE
A	\$26,087	\$39,257	Kennel Attendant
B	\$27,391	\$41,219	
C	\$28,762	\$43,280	PS Administrative Clerk Customer Service Clerk Assistant Court Clerk Records Clerk PW/Parks Laborer
D	\$30,200	\$45,444	Secretary/Permit Technician Assistant Aquatics Specialist Finance Clerk Standards Coordinator/Records Clerk P & F Maintenance Worker IT PW Maintenance Worker IT
E	\$31,710	\$47,716	P & F Maintenance Worker PW Maintenance Worker Accounts Payable Clerk Billing Clerk PW Secretary Property & Evidence Officer
F	\$33,295	\$50,102	Administrative Assistant HR Assistant Athletic Field Specialist PW Maintenance Specialist
G	\$34,960	\$52,608	Fleet Mechanic PW Master Worker
H	\$36,708	\$55,237	Community Center Building Operator Water Plant Operator/Mechanic Billing Coordinator Executive Assistant Fitness Specialist Banquet Coordinator Business Relations & Maintenance Coordinator (PT Code Enforcement Officer) Residential Relations & Maint Coordinator (Code Enforcement Officer) P & F Crew Leader Recreation Specialist
I	\$38,544	\$58,000	Fleet Maintenance Coordinator Marketing & Events Coordinator Building Inspector PW Crew Leader Construction Coordinator
J	\$40,472	\$60,900	Crime Analyst Community Building Inspector
K	\$42,495	\$63,945	Court Administrator Aquatics Supervisor
L	\$44,620	\$67,143	Museum Manager City Clerk Contracts Administrator Engineer in Training Assistant Community Center Administrator
M	\$46,851	\$70,499	Accountant Water Plant Supervisor
N	\$49,194	\$74,024	Accounting Supervisor/City Collector Staff Engineer
O	\$51,654	\$77,726	Building Official HR Generalist Planning Administrator/Assistant to City Manager Senior Accountant Senior IT Analyst
P	\$54,237	\$81,612	Water Services Superintendent Recreation Superintendent P & F Superintendent
Q	\$56,949	\$85,692	PW Superintendent Community Center Administrator
R	\$59,796 / \$90,609		
S	\$62,783 / \$94,475		HR Administrator City Engineer
T	\$65,923 / \$99,199		IT Manager
U	\$69,219 / \$104,159		
V	\$72,680 / \$109,368		Fire Commander Police Captain
W	\$76,315 / \$114,837		
X	\$80,131 / \$139,584		Assistant City Manager Community Development Director Finance Director Parks & Recreation Director Public Safety Director Public Works Director

**City of Gladstone MO**  
**Public Safety Department**

**Structured Proficiency-based Compensation Plan**

**Law Enforcement**

Title	A	B	C	D	E	F
Entrant Officer	\$42,495					
Police Officer	\$ 44,620	\$ 45,959	\$ 47,337	\$ 48,757	\$ 50,220	\$ 51,727
Detective	\$ 44,620	\$ 45,959	\$ 47,337	\$ 48,757	\$ 50,220	\$ 51,727
Investigator	\$ 44,620	\$ 45,959	\$ 47,337	\$ 48,757	\$ 50,220	\$ 51,727
Master Police Officer	\$ 53,278	\$ 54,876	\$ 56,523	\$ 58,218	\$ 59,965	\$ 61,764
Master Detective	\$ 53,278	\$ 54,876	\$ 56,523	\$ 58,218	\$ 59,965	\$ 61,764
Master Investigator	\$ 53,278	\$ 54,876	\$ 56,523	\$ 58,218	\$ 59,965	\$ 61,764
Corporal	\$ 53,963	\$ 55,582	\$ 57,249	\$ 58,967		
Master Corporal	\$ 60,736	\$ 62,558	\$ 64,435			
Sergeant	\$ 62,381	\$ 64,252	\$ 66,180	\$ 68,165	\$ 70,210	\$ 72,317
Master Sergeant	\$ 74,486	\$ 76,721	\$ 79,022	\$ 81,393		

**EMS/Fire**

EMT/FAO/ Firefighter		Legacy Position		\$36,708 - \$50,812							
Title	A	B	C	D	E	F	G	H	I	J	K
Entrant Paramedic	\$ 42,495										
Paramedic/ Firefighter/FAO	\$ 44,620	\$ 45,959	\$ 47,337	\$ 48,757	\$ 50,220	\$ 51,727					
Master Paramedic/Firefighter/FAO	\$ 53,278	\$ 54,876	\$ 56,523	\$ 58,218	\$ 59,965	\$ 61,764					
Fire Marshal/EMT	\$ 42,495	\$ 44,620	\$ 45,959	\$ 47,337	\$ 48,757	\$ 50,220	\$ 51,727	\$ 53,279	\$ 54,877	\$ 56,523	\$ 58,219
Fire Marshal/Paramedic	\$ 44,620	\$ 45,959	\$ 47,337	\$ 48,757	\$ 50,220	\$ 51,727	\$ 53,279	\$ 54,877	\$ 56,523	\$ 58,219	
Fire Captain	\$ 58,660	\$ 60,420	\$ 62,232	\$ 64,099							
Masters Fire Captain	\$ 66,022	\$ 68,003	\$ 70,043								
Battalion Chief	\$ 62,381	\$ 64,252	\$ 66,180	\$ 68,165	\$ 70,210	\$ 72,317					
Masters Battalion Chief	\$ 74,486	\$ 76,721	\$ 79,022	\$ 81,393	\$ 83,835						

**Communications**

Title	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Communication Officer	\$ 35,000	\$ 36,050	\$ 37,132	\$ 38,245	\$ 39,393	\$ 40,575	\$ 41,792	\$ 43,046	\$ 44,337	\$ 45,667	\$ 47,037	\$ 48,448	\$ 49,902	\$ 51,399	\$ 50,102
Lead Communication Officer	\$ 40,472	\$ 41,686	\$ 42,937	\$ 44,225	\$ 45,552	\$ 46,918	\$ 48,326	\$ 49,775	\$ 51,269	\$ 52,807	\$ 54,391	\$ 56,023	\$ 57,703	\$ 59,434	\$ 60,900

**Animal Control**

Animal Control Officer	\$ 31,105	\$ 32,039	\$ 33,000	\$ 33,990	\$ 35,010	\$ 36,060	\$ 37,142	\$ 38,256	\$ 39,404	\$ 40,586	\$ 41,804	\$ 43,058	\$ 44,350	\$ 45,680
Animal Control Supervisor	\$ 39,500	\$ 40,685	\$ 41,906	\$ 43,163	\$ 44,458	\$ 45,791	\$ 47,165	\$ 48,580	\$ 50,037	\$ 51,539	\$ 53,085	\$ 54,677	\$ 56,318	\$ 58,007