



CITY OF PATASKALA

ORDINANCE 2018-4309

Passed February 5, 2018

AN ORDINANCE TO CREATE, AND ESTABLISH COMPENSATION FOR, A NEW FULL-TIME POSITION OF EMPLOYMENT (ACCOUNTING CLERK) WITHIN THE CITY OF PATASKALA, AND TO AMEND THE 2017-2019 PAY MATRIX FOR THE NON-COLLECTIVELY BARGAINED EMPLOYEES FOR THE CITY OF PATASKALA, EFFECTIVE FOR THE PAY PERIOD BEGINNING ON AND AFTER JANUARY 14, 2018.

WHEREAS, the effective and efficient operations of the City of Pataskala is contingent on proper staffing levels; and

WHEREAS, the City of Pataskala has recognized the need to create a new position of employment in the city's Finance Department, Accounting Clerk, to provide accounting and general administrative support and service to city employees, residents and vendors; and

WHEREAS, Council for the City of Pataskala wishes to create this new position and establish a starting rate of pay, consistent with the attached position description attached hereto as **Exhibit A** and incorporated herein by reference.

WHEREAS, City Council adopted a 2017-2019 non-collective bargaining personnel Employee Pay Matrix ("the Matrix") via Resolution 2017-057; and

WHEREAS, the proposed creation of a new position, Accounting Clerk, would require the Matrix to be amended to reflect the new position; and

WHEREAS, Section 3.01(A)(4) of the Charter of the City of Pataskala authorizes Council to establish rates of compensation for all public non-collective bargaining employees and contract employees of the City of Pataskala by either Ordinance or Resolution.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PATASKALA, COUNTY OF LICKING, STATE OF OHIO, A MAJORITY OF THE MEMBERS ELECTED THERETO CONCURRING THAT:

Section 1: The full-time, non-exempt position of Accounting Clerk is hereby created within the City of Pataskala pursuant to the Position Description attached and incorporated herein as **Exhibit A**.

Section 2: The Accounting Clerk position created in Section 1 shall be in the classified service, with a starting rate of pay of \$19.25 per hour.

Section 3: City Council hereby authorizes the Finance department to make the following change to the 2017-2019 non-collective bargaining employee pay matrix:

Add the position of Accounting Clerk to the pay matrix with a starting pay rate of \$19.25 per hour, with a top step pay rate of \$25.87 per hour. The position is to be added to the Pay Matrix starting with the 2018 schedule.

Section 4: The City of Pataskala's 2017-2019 Employee Pay Matrix is hereby amended, incorporating the changes as listed in Section 3 above, as illustrated in Exhibit B, a copy of which is attached and is incorporated herein.

Section 5: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of Council and that all deliberations of the Council and any of the decision making bodies of the City of Pataskala which resulted in such formal actions were in meetings open to the public in compliance with all legal requirements of the State of Ohio.


Section 6: This Ordinance shall become effective from and after the earliest period allowed by the Charter of the City of Pataskala.

ATTEST:


Kathy M. Hoskinson, Clerk of Council


Michael W. Compton, Mayor

APPROVED AS TO FORM:


Brian M. Zets, Law Director



CITY OF PATASKALA, OHIO
POSITION DESCRIPTION

POSITION TITLE: Accounting Clerk
DEPARTMENT: Finance
POSITION REPORTS TO: Director of Finance
FLSA STATUS: Non-Exempt
CIVIL SERVICE STATUS: Classified

JOB DESCRIPTION:

General Purpose of Position

This position includes responsible administrative and clerical work involving general accounting and payroll functions to support all city departments, including access to sensitive and confidential city and employee information. Work includes accounts payable and receivable processes, purchasing activities and payroll preparation.

Essential Functions/Key Tasks

- Enters accounts payable and receivable information into a central budgetary and accounting software system. Reviews purchase requisitions for appropriateness and proper accounting. Processes invoices and vendor payments, including matching all supporting documentation and getting departmental approval. Receives cash receipts and enters revenue receipts. May assist with preparation of daily deposit and preparation of invoices for payments due to the city. Maintains financial records and files associated with such activity.
- Reviews employee timesheets for compliance with city personnel policies and state/federal law (e.g., FLSA, etc.). Supports the Finance Manager with the creation and distribution of employee deduction checks.
- Assists the Finance Director and Finance Manager in the administration of appropriations as approved in the annual budget, and thereafter in any supplemental appropriations.
- Prepares or assists in the preparation of any periodic financial reports, including 1099s required by state or federal agencies. Prepares forms for use by other departments to facilitate proper accounting procedures.
- Provide technical assistance to staff, and assists other departments with questions regarding the status of projects and accounts.
- Assists in compiling information for auditors.

- Maintains contract files for all city contracts and leases. Responsible for ensuring that all contracts are properly executed.
- Assists Finance Director in administering personnel matters involving city employees, including collective bargaining on behalf of the city. Maintains and creates information used by the city in collective bargaining.
- Responsible for maintaining the city's capital asset database, including additions and disposals. Maintains the city's equipment inventory database, including assigning asset numbers and maintaining cost records of work in process. Periodically executes asset audits to ensure that all city assets (particularly non-capital assets) are in possession of the city.
- Serve as backup to the receptionist during vacation and illness, and provide coverage for phones during lunch hours. Provides assistance to citizens needing general information either in person, mail, electronically or on the phone.

Public Relations

- Must be able to communicate courteously with the public regarding violations both in person and over the phone.

Other Duties

- Demonstrates regular and predictable attendance and timeliness. Follows safe working practices and procedures.
- Assists the Finance Director and Finance Manager with reports, special projects and performs other related duties as required or assigned.

MINIMUM REQUIREMENTS FOR ENTRY TO POSITION

TRAINING AND EXPERIENCE

- Minimum high school diploma, supplemented by additional training or education in public finance concepts and practices. Advanced relevant education and/or CPA certification is desirable.
- At least four (4) years' experience in accounts payable or payroll, office procedures and office management, preference will be given to those with prior public finance experience.
- Demonstrated skill and proficiency in entering information into computer systems and computer operations, including: word processing, spreadsheet, database applications, and internet research. Direct experience with Microsoft Excel and Word is required. Prior experience with Software Solutions Visual Intelligence Portfolio (VIP) is desirable.

PERFORMANCE-RELATED JOB SKILLS

- Knowledge of municipal government procedures, rules and regulations, particularly as applied to finance, administration, zoning and utilities.
- Must have exceptional interpersonal and communication skills and ability to establish and maintain relationships with city officials, supervisory staff, fellow city employees, and the

general public.

- **Ability to work with confidential information, such as employee pay and benefits, without violating confidence or inappropriately sharing such information.**
- **Ability to communicate effectively, both orally and in writing, both concepts and factual financial terms and numbers.**
- **Ability to prepare accurate and timely accounting reports and records, with attention to detail.**
- **Must have a general working knowledge of computers**
- **Must be able to understand and follow complex instructions, and prepare reports.**

PHYSICAL REQUIREMENTS NOT OBVIOUS FROM ESSENTIAL FUNCTIONS

- **None**

Approved by Personnel Board of Review – November 14, 2017

**CITY OF PATASKALA, OHIO
Consolidated Non-Union/Contract Pay Matrix**

FY 2018 Wage Scale Increase

Position	1 Year Sequence			2 Year Seq.			3 Yr. Seq.			
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	A	A	A	A	A	A	A	A	A	A
City Administrator										
Law Director										
Director of Finance										
City Administrator receives same increase as other non-collectively bargained employees as set forth in this matrix.										
Law Director receives same increase as other non-collectively bargained employees as set forth in this matrix.										
Director of Finance receives same increase as other non-collectively bargained employees as set forth in this matrix.										
Chief of Police	\$84,501.32	\$87,036.36	\$89,647.45	\$92,336.87	\$95,106.98	\$97,960.19	\$95,106.98	\$97,960.19	\$97,960.19	\$97,960.19
Police Deputy Chief	\$40.63	\$41.84	\$43.10	\$44.39	\$45.72	\$47.10	\$45.72	\$47.10	\$47.10	\$47.10
Director of Utilities	\$73,938.65	\$76,156.81	\$78,441.51	\$80,794.76	\$83,218.80	\$85,715.16	\$83,218.80	\$85,715.16	\$85,715.16	\$85,715.16
Director of Planning	\$35.55	\$36.61	\$37.71	\$38.84	\$40.01	\$41.21	\$40.01	\$41.21	\$41.21	\$41.21
Director of Public Service	\$81,785.19	\$84,238.75	\$86,765.81	\$89,368.89	\$92,049.98	\$94,811.46	\$92,049.98	\$94,811.46	\$94,811.46	\$94,811.46
Administrative Secretary/Receptionist	\$38.32	\$40.50	\$41.71	\$42.97	\$44.25	\$45.58	\$44.25	\$45.58	\$45.58	\$45.58
Utility Superintendent - Sewer	\$17,855.19	\$18,238.75	\$18,665.81	\$19,139	\$19,662.59	\$20,236.42	\$19,662.59	\$20,236.42	\$20,236.42	\$20,236.42
Utility Superintendent - Water	\$39.32	\$40.50	\$41.71	\$42.97	\$44.25	\$45.58	\$44.25	\$45.58	\$45.58	\$45.58
Finance Manager	\$57,491.57	\$59,216.32	\$60,992.81	\$62,822.59	\$64,707.27	\$66,648.49	\$64,707.27	\$66,648.49	\$66,648.49	\$66,648.49
Accounting Clerk	\$27.64	\$28.47	\$29.32	\$30.20	\$31.11	\$32.04	\$31.11	\$32.04	\$32.04	\$32.04
Street Supervisor	\$55,619.65	\$57,288.24	\$59,006.89	\$60,777.10	\$62,592.59	\$64,458.42	\$62,592.59	\$64,458.42	\$64,458.42	\$64,458.42
Utility Billing Manager	\$26.74	\$27.54	\$28.37	\$29.22	\$29.22	\$30.10	\$29.22	\$30.10	\$30.10	\$30.10
Parks Manager	\$40,040.00	\$41,241.20	\$42,478.44	\$43,752.79	\$45,065.37	\$46,417.33	\$45,065.37	\$46,417.33	\$46,417.33	\$46,417.33
Human Resources Manager	\$19.25	\$19.83	\$20.42	\$21.03	\$21.67	\$22.32	\$21.67	\$22.32	\$22.32	\$22.32
Planner	\$26.62	\$27.42	\$28.24	\$29.09	\$29.96	\$30.86	\$29.96	\$30.86	\$30.86	\$30.86
Mayors/Court Clerk	\$45,723.02	\$47,094.71	\$48,507.55	\$49,962.78	\$51,461.66	\$53,005.51	\$51,461.66	\$53,005.51	\$53,005.51	\$53,005.51
Council Clerk	\$21.98	\$22.64	\$23.32	\$24.02	\$24.74	\$25.48	\$24.74	\$25.48	\$25.48	\$25.48
Police Clerk	\$20.50	\$21.12	\$21.75	\$22.40	\$23.07	\$23.77	\$23.07	\$23.77	\$23.77	\$23.77
	\$53,302.81	\$54,901.88	\$56,548.95	\$58,245.42	\$59,992.78	\$61,792.56	\$59,992.78	\$61,792.56	\$61,792.56	\$61,792.56
	\$25.63	\$26.40	\$27.19	\$28.00	\$28.84	\$29.71	\$28.84	\$29.71	\$29.71	\$29.71
	\$53,302.81	\$54,901.88	\$56,548.95	\$58,245.42	\$59,992.78	\$61,792.56	\$59,992.78	\$61,792.56	\$61,792.56	\$61,792.56
	\$25.63	\$26.40	\$27.19	\$28.00	\$28.84	\$29.71	\$28.84	\$29.71	\$29.71	\$29.71
	\$44,337.09	\$45,667.20	\$47,037.22	\$48,448.34	\$49,901.79	\$51,398.84	\$49,901.79	\$51,398.84	\$51,398.84	\$51,398.84
	\$21.32	\$21.96	\$22.61	\$23.29	\$23.98	\$24.71	\$23.98	\$24.71	\$24.71	\$24.71
	\$36,585.79	\$37,662.76	\$38,792.64	\$39,956.42	\$41,155.11	\$42,389.76	\$41,155.11	\$42,389.76	\$42,389.76	\$42,389.76
	\$17.58	\$18.11	\$18.65	\$19.21	\$19.79	\$20.38	\$19.79	\$20.38	\$20.38	\$20.38
	\$30,684.69	\$31,605.23	\$32,553.39	\$33,529.99	\$34,535.89	\$35,571.97	\$34,535.89	\$35,571.97	\$35,571.97	\$35,571.97
	\$14.75	\$15.19	\$15.65	\$16.12	\$16.60	\$17.10	\$16.60	\$17.10	\$17.10	\$17.10

**CITY OF PATASKALA, OHIO
Consolidated Non-Union/Contract**

FY 2018 Wage Scale Increase

Position	2 Yr. Seq.													
	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20				
City Administrator	A													
Law Director														
Director of Finance														
Chief of Police	\$100,898.00	\$100,898.00	\$103,925.97	\$103,925.97	\$107,043.75	\$107,043.75	\$110,255.06	\$110,255.06	\$113,562.71	\$113,562.71	\$113,562.71	\$113,562.71	\$113,562.71	\$113,562.71
Police Deputy Chief	\$88,286.61	\$88,286.61	\$90,935.21	\$90,935.21	\$93,663.27	\$93,663.27	\$96,473.17	\$96,473.17	\$99,367.37	\$99,367.37	\$99,367.37	\$99,367.37	\$99,367.37	\$99,367.37
Director of Utilities	\$97,655.80	\$97,655.80	\$100,585.47	\$100,585.47	\$103,603.03	\$103,603.03	\$106,711.12	\$106,711.12	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45
Director of Planning	\$97,655.80	\$97,655.80	\$100,585.47	\$100,585.47	\$103,603.03	\$103,603.03	\$106,711.12	\$106,711.12	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45
Director of Public Service	\$97,655.80	\$97,655.80	\$100,585.47	\$100,585.47	\$103,603.03	\$103,603.03	\$106,711.12	\$106,711.12	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45	\$109,912.45
Administrative Secretary/Receptionist	\$48,622.61	\$48,622.61	\$50,081.29	\$50,081.29	\$51,583.73	\$51,583.73	\$53,131.24	\$53,131.24	\$54,725.18	\$54,725.18	\$54,725.18	\$54,725.18	\$54,725.18	\$54,725.18
Utility Superintendent - Sewer	\$68,647.94	\$68,647.94	\$70,707.38	\$70,707.38	\$72,828.60	\$72,828.60	\$75,013.46	\$75,013.46	\$77,263.86	\$77,263.86	\$77,263.86	\$77,263.86	\$77,263.86	\$77,263.86
Utility Superintendent - Water	\$68,647.94	\$68,647.94	\$70,707.38	\$70,707.38	\$72,828.60	\$72,828.60	\$75,013.46	\$75,013.46	\$77,263.86	\$77,263.86	\$77,263.86	\$77,263.86	\$77,263.86	\$77,263.86
Finance Manager	\$66,412.77	\$66,412.77	\$68,405.15	\$68,405.15	\$70,457.30	\$70,457.30	\$72,571.02	\$72,571.02	\$74,748.15	\$74,748.15	\$74,748.15	\$74,748.15	\$74,748.15	\$74,748.15
Accounting Clerk	\$47,809.85	\$47,809.85	\$49,244.15	\$49,244.15	\$50,721.47	\$50,721.47	\$52,243.11	\$52,243.11	\$53,810.40	\$53,810.40	\$53,810.40	\$53,810.40	\$53,810.40	\$53,810.40
Street Supervisor	\$66,113.84	\$66,113.84	\$68,087.05	\$68,087.05	\$70,139.96	\$70,139.96	\$72,244.16	\$72,244.16	\$74,411.48	\$74,411.48	\$74,411.48	\$74,411.48	\$74,411.48	\$74,411.48
Utility Billing Manager	\$54,595.86	\$54,595.86	\$56,233.55	\$56,233.55	\$57,920.56	\$57,920.56	\$59,658.18	\$59,658.18	\$61,447.93	\$61,447.93	\$61,447.93	\$61,447.93	\$61,447.93	\$61,447.93
Parks Manager	\$50,917.09	\$50,917.09	\$52,444.60	\$52,444.60	\$54,017.94	\$54,017.94	\$55,638.48	\$55,638.48	\$57,307.63	\$57,307.63	\$57,307.63	\$57,307.63	\$57,307.63	\$57,307.63
Human Resources Manager	\$63,646.34	\$63,646.34	\$65,555.73	\$65,555.73	\$67,522.40	\$67,522.40	\$69,548.07	\$69,548.07	\$71,634.51	\$71,634.51	\$71,634.51	\$71,634.51	\$71,634.51	\$71,634.51
Planner	\$63,646.34	\$63,646.34	\$65,555.73	\$65,555.73	\$67,522.40	\$67,522.40	\$69,548.07	\$69,548.07	\$71,634.51	\$71,634.51	\$71,634.51	\$71,634.51	\$71,634.51	\$71,634.51
Mayor/Court Clerk	\$52,940.81	\$52,940.81	\$54,529.03	\$54,529.03	\$56,164.90	\$56,164.90	\$57,849.85	\$57,849.85	\$59,585.35	\$59,585.35	\$59,585.35	\$59,585.35	\$59,585.35	\$59,585.35
Council Clerk	\$43,661.45	\$43,661.45	\$44,971.29	\$44,971.29	\$46,320.43	\$46,320.43	\$47,710.04	\$47,710.04	\$49,141.34	\$49,141.34	\$49,141.34	\$49,141.34	\$49,141.34	\$49,141.34
Police Clerk	\$36,639.13	\$36,639.13	\$37,738.30	\$37,738.30	\$38,870.45	\$38,870.45	\$40,036.56	\$40,036.56	\$41,237.86	\$41,237.86	\$41,237.86	\$41,237.86	\$41,237.86	\$41,237.86

**CITY OF PATASKALA, OHIO
Consolidated Non-Union/Contract Pay Matrix**

FY 2019 Wage Scale Increase

Position	1 Year Sequence			2 Year Seq.			3 Yr. Seq.			
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	A	A	A	A	A	A	A	A	A	A
City Administrator										
Law Director										
Director of Finance										
Chief of Police	\$67,036.36	\$69,647.45	\$92,338.87	\$95,106.98	\$95,106.98	\$97,960.19	\$97,960.19	\$100,899.00	\$100,899.00	\$100,899.00
Police Deputy Chief	\$41.84	\$43.10	\$44.39	\$45.72	\$45.72	\$47.10	\$47.10	\$48.51	\$48.51	\$48.51
Director of Utilities	\$76,156.81	\$78,441.51	\$80,794.76	\$83,218.80	\$83,218.80	\$85,715.16	\$85,715.16	\$88,286.61	\$88,286.61	\$88,286.61
Director of Planning	\$36.61	\$37.71	\$38.84	\$40.01	\$40.01	\$41.21	\$41.21	\$42.45	\$42.45	\$42.45
Director of Public Service	\$84,238.75	\$86,765.91	\$89,368.89	\$92,049.96	\$92,049.96	\$94,811.46	\$94,811.46	\$97,655.80	\$97,655.80	\$97,655.80
Administrative Secretary/Receptionist	\$40.50	\$41.71	\$42.97	\$44.25	\$44.25	\$45.58	\$45.58	\$46.95	\$46.95	\$46.95
Utility Superintendent - Sewer	\$84,238.75	\$86,765.91	\$89,368.89	\$92,049.96	\$92,049.96	\$94,811.46	\$94,811.46	\$97,655.80	\$97,655.80	\$97,655.80
Utility Superintendent - Water	\$40.50	\$41.71	\$42.97	\$44.25	\$44.25	\$45.58	\$45.58	\$46.95	\$46.95	\$46.95
Finance Manager	\$41,942.29	\$43,200.56	\$44,496.58	\$45,831.48	\$45,831.48	\$47,208.42	\$47,208.42	\$48,622.61	\$48,622.61	\$48,622.61
Accounting Clerk	\$20.16	\$20.77	\$21.39	\$22.03	\$22.03	\$22.70	\$22.70	\$23.38	\$23.38	\$23.38
Street Supervisor	\$59,216.32	\$60,992.81	\$62,822.59	\$64,707.27	\$64,707.27	\$66,648.49	\$66,648.49	\$68,647.94	\$68,647.94	\$68,647.94
Utility Billing Manager	\$28.47	\$29.32	\$30.20	\$31.11	\$31.11	\$32.04	\$32.04	\$33.00	\$33.00	\$33.00
Human Resources Manager	\$57,286.24	\$59,006.89	\$60,777.10	\$62,600.41	\$62,600.41	\$64,478.42	\$64,478.42	\$66,412.77	\$66,412.77	\$66,412.77
Planner	\$27.54	\$28.37	\$29.22	\$30.10	\$30.10	\$31.00	\$31.00	\$31.93	\$31.93	\$31.93
Mayors/Court Clerk	\$41,241.20	\$42,478.44	\$43,752.79	\$45,065.37	\$45,065.37	\$46,417.33	\$46,417.33	\$47,809.85	\$47,809.85	\$47,809.85
Council Clerk	\$19.83	\$20.42	\$21.03	\$21.67	\$21.67	\$22.32	\$22.32	\$22.99	\$22.99	\$22.99
Police Clerk	\$27.42	\$28.24	\$29.09	\$29.96	\$29.96	\$30.86	\$30.86	\$31.79	\$31.79	\$31.79
	\$47,094.71	\$48,507.55	\$49,962.78	\$51,461.86	\$51,461.86	\$53,005.51	\$53,005.51	\$54,595.88	\$54,595.88	\$54,595.88
	\$22.64	\$23.32	\$24.02	\$24.74	\$24.74	\$25.48	\$25.48	\$26.25	\$26.25	\$26.25
	\$43,921.82	\$45,239.17	\$46,598.35	\$47,994.24	\$47,994.24	\$49,434.07	\$49,434.07	\$50,917.09	\$50,917.09	\$50,917.09
	\$21.12	\$21.75	\$22.40	\$23.07	\$23.07	\$23.77	\$23.77	\$24.48	\$24.48	\$24.48
	\$54,901.89	\$56,548.95	\$58,245.42	\$59,992.78	\$59,992.78	\$61,792.56	\$61,792.56	\$63,646.34	\$63,646.34	\$63,646.34
	\$26.40	\$27.19	\$28.00	\$28.84	\$28.84	\$29.71	\$29.71	\$30.60	\$30.60	\$30.60
	\$54,901.89	\$56,548.95	\$58,245.42	\$59,992.78	\$59,992.78	\$61,792.56	\$61,792.56	\$63,646.34	\$63,646.34	\$63,646.34
	\$26.40	\$27.19	\$28.00	\$28.84	\$28.84	\$29.71	\$29.71	\$30.60	\$30.60	\$30.60
	\$45,667.20	\$47,037.22	\$48,448.34	\$49,901.79	\$49,901.79	\$51,398.84	\$51,398.84	\$52,940.81	\$52,940.81	\$52,940.81
	\$21.96	\$22.61	\$23.29	\$23.99	\$23.99	\$24.71	\$24.71	\$25.45	\$25.45	\$25.45
	\$37,662.76	\$38,792.64	\$39,958.42	\$41,155.11	\$41,155.11	\$42,389.76	\$42,389.76	\$43,661.45	\$43,661.45	\$43,661.45
	\$18.11	\$18.65	\$19.21	\$19.79	\$19.79	\$20.38	\$20.38	\$20.99	\$20.99	\$20.99
	\$31,605.23	\$32,553.39	\$33,529.99	\$34,535.89	\$34,535.89	\$35,571.97	\$35,571.97	\$36,639.13	\$36,639.13	\$36,639.13
	\$15.19	\$15.65	\$16.12	\$16.60	\$16.60	\$17.10	\$17.10	\$17.61	\$17.61	\$17.61

CITY OF PATASKALA, OHIO
Consolidated Non-Union/Contract

FY 2019 Wage Scale Increase

		2 Yr. Seq.													
Position	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20					
City Administrator	A														
Law Director															
Director of Finance															
Chief of Police	\$103,925.97	\$103,925.97	\$107,043.75	\$107,043.75	\$110,255.06	\$110,255.06	\$113,582.71	\$113,582.71	\$116,969.59	\$116,969.59	\$119,406.34	\$119,406.34	\$122,893.09	\$122,893.09	\$126,430.84
Police Deputy Chief	\$49.96	\$49.96	\$51.46	\$51.46	\$53.01	\$53.01	\$54.60	\$54.60	\$56.24	\$56.24	\$57.93	\$57.93	\$59.67	\$59.67	\$61.46
Director of Utilities	\$90,935.21	\$90,935.21	\$93,663.27	\$93,663.27	\$96,473.17	\$96,473.17	\$99,367.37	\$99,367.37	\$102,348.39	\$102,348.39	\$105,418.21	\$105,418.21	\$108,578.03	\$108,578.03	\$111,828.85
Director of Planning	\$100,585.47	\$100,585.47	\$103,603.03	\$103,603.03	\$106,711.12	\$106,711.12	\$109,912.45	\$109,912.45	\$113,209.82	\$113,209.82	\$116,603.19	\$116,603.19	\$120,092.56	\$120,092.56	\$123,686.93
Director of Public Service	\$48.36	\$48.36	\$49.81	\$49.81	\$51.30	\$51.30	\$52.84	\$52.84	\$54.43	\$54.43	\$56.07	\$56.07	\$57.76	\$57.76	\$59.50
Administrative Secretary/Receptionist	\$50,081.29	\$50,081.29	\$51,583.73	\$51,583.73	\$53,131.24	\$53,131.24	\$54,725.18	\$54,725.18	\$56,368.94	\$56,368.94	\$58,063.11	\$58,063.11	\$59,808.28	\$59,808.28	\$61,604.56
Utility Superintendent - Sewer	\$24.08	\$24.08	\$24.80	\$24.80	\$25.54	\$25.54	\$26.31	\$26.31	\$27.10	\$27.10	\$27.93	\$27.93	\$28.80	\$28.80	\$29.71
Utility Superintendent - Water	\$70,707.36	\$70,707.36	\$72,828.80	\$72,828.80	\$75,013.46	\$75,013.46	\$77,263.86	\$77,263.86	\$79,581.78	\$79,581.78	\$81,977.64	\$81,977.64	\$84,449.96	\$84,449.96	\$86,988.24
Finance Manager	\$33.99	\$33.99	\$35.01	\$35.01	\$36.06	\$36.06	\$37.15	\$37.15	\$38.26	\$38.26	\$39.40	\$39.40	\$40.58	\$40.58	\$41.80
Accounting Clerk	\$68,405.15	\$68,405.15	\$70,457.30	\$70,457.30	\$72,571.02	\$72,571.02	\$74,748.15	\$74,748.15	\$76,990.59	\$76,990.59	\$79,307.82	\$79,307.82	\$81,697.54	\$81,697.54	\$84,169.45
Street Supervisor	\$32.89	\$32.89	\$33.87	\$33.87	\$34.89	\$34.89	\$35.94	\$35.94	\$37.01	\$37.01	\$38.11	\$38.11	\$39.24	\$39.24	\$40.41
Utility Billing Manager	\$49,244.15	\$49,244.15	\$50,721.47	\$50,721.47	\$52,243.11	\$52,243.11	\$53,810.40	\$53,810.40	\$55,424.71	\$55,424.71	\$57,085.44	\$57,085.44	\$58,792.11	\$58,792.11	\$60,544.32
Parks Manager	\$23.68	\$23.68	\$24.39	\$24.39	\$25.12	\$25.12	\$25.87	\$25.87	\$26.65	\$26.65	\$27.46	\$27.46	\$28.31	\$28.31	\$29.19
Human Resources Manager	\$68,097.05	\$68,097.05	\$70,139.96	\$70,139.96	\$72,244.16	\$72,244.16	\$74,411.48	\$74,411.48	\$76,643.82	\$76,643.82	\$78,942.89	\$78,942.89	\$81,309.31	\$81,309.31	\$83,742.71
Planner	\$32.74	\$32.74	\$33.72	\$33.72	\$34.73	\$34.73	\$35.77	\$35.77	\$36.85	\$36.85	\$37.96	\$37.96	\$39.11	\$39.11	\$40.30
Mayors/Court Clerk	\$56,233.55	\$56,233.55	\$57,920.56	\$57,920.56	\$59,658.18	\$59,658.18	\$61,447.93	\$61,447.93	\$63,291.37	\$63,291.37	\$65,190.11	\$65,190.11	\$67,143.74	\$67,143.74	\$69,152.96
Council Clerk	\$27.04	\$27.04	\$27.85	\$27.85	\$28.68	\$28.68	\$29.54	\$29.54	\$30.43	\$30.43	\$31.35	\$31.35	\$32.30	\$32.30	\$33.28
Police Clerk	\$52,444.80	\$52,444.80	\$54,017.94	\$54,017.94	\$55,638.48	\$55,638.48	\$57,307.63	\$57,307.63	\$59,026.86	\$59,026.86	\$60,796.77	\$60,796.77	\$62,617.93	\$62,617.93	\$64,490.84