

**CITY OF BELLEVUE**

**ORDINANCE 2023-11-01**

**AN ORDINANCE AMENDING AND UPDATING THE ANNUAL CLASSIFICATION AND COMPENSATION PLAN OF THE CITY OF BELLEVUE.**

**WHEREAS**, the City Council and the Administration of the City of Bellevue recognize that a classification and compensation system which is designed to recruit and retain a quality, motivated workforce is indispensable to effective city government; and

**WHEREAS**, it is essential to have equal-pay-for-equal-work provisions for all city employees; and

**WHEREAS**, the Police Chief has surveyed the salaries of law enforcement personnel in Northern Kentucky, and is recommending a new pay classification scheme for the officers and employees of the Bellevue Police Department; and

**WHEREAS**, KRS 83A.130(1) and (2) the Board of Council shall, by ordinance, set compensation to be paid by all elected and appointed officers and employees of the City; and

**WHEREAS**, court decisions and legislation allow for “cost of living adjustments” for mayors and councilpersons, and cost of living adjustments are not deemed “compensation”, the constitutional and statutory prohibitions against changing compensation during the term of office do not apply to cost of living adjustments; therefore elected city officials may be given cost of living adjustments during their terms in office; and

**WHEREAS**, in order to provide a basis for cost of living adjustments, KRS 83A.075 requires the Department of Local Government to determine annual increases or decreases in the consumer price index and compute the maximum compensation that may be paid to elected city officials; and

**WHEREAS**, KRS 83A.070 provides that the Board of Council shall fix the compensation of city employees in accordance with a personnel and pay classification plan that shall be adopted by ordinance, and the City is required to implement a position and salary classification plan for all of its employees; and

**WHEREAS**, the implementation of classification and compensation systems for employees is a common practice for local governments in Kentucky, and considered a best practice; and

**WHEREAS**, the proposed classification and compensation system considers job descriptions, skills, knowledge and responsibilities; and

**WHEREAS**, the classification and compensation system is based on regional and local market data, a survey of similarly situated local governments, and the proposed system is fair and equitable, and reduces inequity in employee groups; and

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNCIL OF THE CITY OF BELLEVUE, KENTUCKY:

Section 1

That Ordinance and 2022-05-01 and any amendments thereto are repealed in their entirety and replaced by this ordinance.

Section 2

The classification and compensation plan attached hereto and incorporated by reference herein shall be the plan for administering the classification and compensation functions of the City of Bellevue. The classification and compensation plan may be waived, altered or suspended only by a change of ordinance. The job titles for positions, a position classification system, salary ranges for each position, for employees of the City of Bellevue are hereby established as set out in the attached position classification system. The Board of Council may determine individual position pay and salaries by an order or approval of the annual budget so long as the determined pay and salaries are within the salary ranges for positions established by ordinance.

Section 3

The uniform system for managing personnel matters for all City employees is outlined in the City of Bellevue Employee Handbook, 2018 Edition (Handbook). The Handbook and any amendments to it are incorporated by reference as if fully re-written herein.

Section 4

All agents and employees of the City of Bellevue may, for temporary periods of time on a full time or part time basis, and to meet emergency conditions, be assigned by the City Administrator to any department in which they or any of their services may be required, and in addition thereto, shall perform such other duties as may be required by the City Administrator in conformity with general laws of the Commonwealth of Kentucky and the ordinances, rules and regulations of the City of Bellevue, Kentucky.

Section 5

Co-op Employees, students, part time/temporary employees shall be paid in the same time-frame basis as all other City employees. All compensation shall be paid at the

rate of between \$10.00 to \$15.00 per hour as determined by the City Administrator. These employees are not provided retirement, health or other benefits.

Section 6

The City may pay employees extra compensation in lump sum payments as may be deemed necessary and prudent for actual services rendered. The reasons to make these payments may be to make payments to compensate employees lump sum payments in lieu of increases to base pay that would contribute to the future exposure of liability of future salary and benefits to the City.

Section 7

Any ordinances or parts thereof in conflict herewith are to the extent of such conflict, hereby repealed.

Section 8

That this ordinance shall take effect and be in full force when passed, published and recorded according to law.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Council of the City of Bellevue, Campbell County, Kentucky, that:

\_\_\_\_\_  
Charlie Cleves, Mayor

ATTEST:

Lindy Jenkins, City Clerk/Treasurer

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Publication: \_\_\_\_\_

## AUTHORIZED POSITIONS

2023-2024

The following are hereby adopted as Class Title and salary ranges. The number of authorized positions shall be determined during the budget approval process.

<u>Class Title</u>	<u>Range</u>	
<b>A. Exempt (Salaried) Employees</b>		
City Administrator	\$75,000.00	\$ 120,000.00
Police Chief	<del>\$57,660.00</del>	<del>\$ 94,500.00</del>
	<u>\$95,000.00</u>	<u>\$ 110,000.00</u>
City Clerk / Treasurer	\$42,688.00	\$ 77,304.00
Assistant City Clerk-Treasurer	\$32,438.00	\$ 60,000.00
Deputy City Clerk	\$28,026.00	\$ 49,574.00
Code Enforcement Officer	\$27,710.00	\$ 52,432.00
Public Services Foreman	\$29,630.00	\$ 57,063.00
Assistant to City Administrator	\$35,000.00	\$ 47,000.00
<b>B. Non-Exempt (Hourly) Employees</b>		
Police Lieutenant	<del>\$40,657.00</del>	<del>\$ 79,070.00 *</del>
	<u>\$ 30.87</u>	<u>\$ 43.00</u>
<del>Police Shift Supervisor</del> <u>Sergeant</u>	<del>\$ 29.40</del>	<u>\$ 40.95</u>
<del>Police Event Supervisor</del>		
Police Officer	<del>\$33,471.00</del>	<del>\$ 73,995.00 *</del>
	<u>\$ 25.00</u>	<u>\$ 39.00</u>
<u>Police Contract Officer</u>	<u>\$ 30.50</u>	<u>\$ 39.00</u>
<u>Detective</u>	<u>\$ 25.00</u>	<u>\$ 39.00</u>
Public Services Laborer	<del>\$26,808.00</del>	<del>\$ 53,000.00 *</del>
	<u>\$20.00</u>	<u>\$25.00</u>
<del>Assistant City Clerk-Treasurer</del>	<del>\$30,438.00</del>	<del>\$ 55,776.00 *</del>
<del>Deputy City Clerk</del>	<del>\$25,026.00</del>	<del>\$ 47,574.00 *</del>
Police Clerk	<del>\$25,026.00</del>	<del>\$ 47,574.00 *</del>
	<u>\$ 22.50</u>	<u>\$ 25.00</u>
Part time		
<u>Part time and seasonal employees</u>		
Janitor	\$7,500.00	<del>\$ 10,000.00</del>
Seasonal worker	\$18,240.00	<del>\$ 23,400.00 *</del>
	<u>\$15.00</u>	
Intern	\$10.00 per hour	\$15.00 per
hour		

Elected officials

Mayor

\$4,000.00 annually\*\*

Councilperson

\$2,000.00 annually\*\*

~~\*Annual salary only; hourly rate determined by number of assigned working hours weekly.~~

\*\*Subject to cost of living adjustments as determined by the Department of Local Government that determines an annual increase or decrease in the consumer price index pursuant to KRS 83A.075. The annual cost of living adjustments shall take effect for the Mayor January 1, 2027, and Councilpersons January 1, 2025.