

19-23

ORDINANCE NUMBER 9450

An Ordinance fixing the SALARIES AND WAGES of all city officials and employees of the City of Hammond, Indiana other than those fixed by statute or by Ordinance heretofore enacted, and fixing the effective date thereof.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF HAMMOND, INDIANA:

SECTION ONE: For the calendar year 2020, the salary schedule for appointed officials and employees of the City of Hammond, Indiana be fixed as follows:

SECTION TWO: The salaries authorized in this ordinance are compensation to be paid to any city official or employee of the City of Hammond unless otherwise authorized by law or ordinance.

SECTION THREE: This ordinance shall have no applicability to elected officials of the City of Hammond.

SECTION FOUR: If any part, parts, section, sections, provision, clause or portions of this ordinance shall be adjudged invalid or unconstitutional, such invalidity or constitutionality shall not affect the validity or constitutionality of this ordinance as a whole or of any other part, parts, section, sections, provision, clause or portion of this ordinance.

SECTION FIVE: For 2020 the payday shall be every other Friday commencing on January 10<sup>th</sup>, 2020, for a total of 26 paydays.

SECTION SIX: The minimum wage paid to any City employee shall be in compliance with the Federal law.

SECTION SEVEN: The City will pay the employees 3% contribution into PERF as of January 1, 1992.

SECTION EIGHT: Part-time employees shall be paid from the part-time line item budget within a department. Hourly rates shall be fixed ranging from minimum wage to \$15.00 per hour at the discretion of the department head based upon job assignment and experience. Hourly rates fixed above \$15.00 per hour shall be done by written approval of the Mayor.

SECTION NINE: Employees of the City Clerk's Office shall receive acting pay when so entitled pursuant to Ordinance No.8318

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SECTION TEN – Police Department Civilian Personnel: Each civilian Police Department employee scheduled to work the afternoon or midnight shift shall receive a shift differential pay allowance which shall be paid in the following manner: \$13.00 per week for afternoons, \$13.00 for midnights. Communications training operators, computer system technicians, and other specialties shall receive \$50.00 per month if warranted. When an employee is called in to work overtime, such employee shall be guaranteed a minimum of two (2) hours pay at the overtime rate. In the event an employee is held over his regular work shift to work, such employee shall receive regular overtime pay in increments of one-half (1/2) hour, but shall not be guaranteed a minimum of two hours. \$50.00 shall be paid to each civilian police department employee that works a holiday as defined in City Ordinance 37.15 section 'D' with the exception of Good Friday. Pay shall be for holidays set forth by the Mayor.

SECTION ELEVEN: All employees shall receive the following longevity pay, unless specified otherwise by contract:

After 3 years	\$1,600 per year
After 8 years	\$1,800 per year
After 13 years	\$2,000 per year

Overtime rates shall be set at 1 & ½ times the hourly rate for over 8 hours per day or 40 hours per week and 2 times the hourly rate for Sundays and Holidays if the employee qualifies for overtime payment under FLSA guidelines.

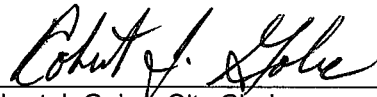
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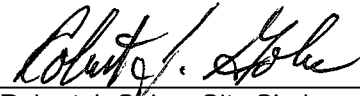
BE IT FURTHER ORDAINED by the Common Council that this Ordinance shall be in full force and effect from and after January 1, 2020, signing by the President of the Common Council and approval by the Mayor.

  
Robert Markovich  
President, Common Council

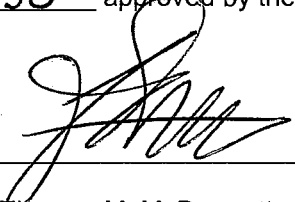
ATTEST:

  
Robert J. Golec, City Clerk

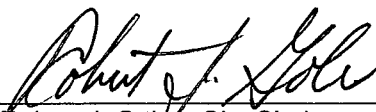
PRESENTED BY ME, the undersigned City Clerk of the City of Hammond to the Mayor of said City for his approval on the 22nd day of October, 2019 at 11:20 AM o'clock.

  
Robert J. Golec, City Clerk

THE FOREGOING ORDINANCE NO. 9450 approved by the Mayor on the 22<sup>nd</sup> day of October 2019.

  
Thomas M. McDermott, Jr., Mayor

PASSED by the Common Council on the 21st day of October, 2019 and by the Mayor on the 22<sup>nd</sup> day of October 2019.

  
Robert J. Golec, City Clerk

**CITY OF HAMMOND CIVIL CITY SALARY ORDINANCE 2020**

GENERAL DEPARTMENTS	2020 HOURLY RATE	2020 ANNUAL SALARY	2020 BI WEEKLY (26 PAYS)	2020 OTHER
<b>MAYOR'S OFFICE</b>				
CHIEF OF STAFF		127,500	4,903.85	
COMMUNICATIONS DIRECTOR		74,688	2,872.62	
EXECUTIVE SECRETARY		57,306	2,204.08	
ADMINISTRATIVE SECRETARY		44,163	1,698.58	
<b>CONTROLLER'S OFFICE</b>				
CONTROLLER		80,886	3,111.00	
DEPUTY CONTROLLER		75,771	2,914.27	
PAYROLL ADMINISTRATOR		52,822	2,031.62	
INSURANCE ADMINISTRATOR		46,818	1,800.70	
LICENSES MANAGER		41,933	1,612.81	
BANK AND TRUST ADMINISTRATOR		46,818	1,800.70	
PURCHASING MANAGER		41,933	1,612.81	
RECEIPT MANAGER		41,933	1,612.81	
BUDGET/REPORTING ADMINISTRATOR		59,160	2,275.39	
ASSISTANT/ COMPLIANCE CLERK		41,933	1,612.81	
<b>CLERK'S OFFICE</b>				
CHIEF DEPUTY CITY CLERK		70,359	2,706.10	
CLERK/COUNCIL COORDINATOR		44,187	1,699.52	
SENIOR STAFF ACCOUNTANT		46,160	1,775.39	
STAFF ACCOUNTANT		44,886	1,726.38	
SENIOR CLERK		41,933	1,612.82	
<b>INSPECTION DEPARTMENT</b>				
CHIEF OF INSPECTIONS		82,025	3,154.81	
BUILDING COMMISSIONER		73,605	2,830.97	
CODE COMMISSIONER		73,605	2,830.97	
ZONING ADMINISTRATOR- ASST PLANNER		60,518	2,327.62	
ELECTRICAL INSPECTOR		55,500	2,134.62	
BUILDING INSPECTOR		50,980	1,960.77	
INSPECTOR		45,111	1,735.04	
COMMERCIAL INSPECTOR		52,020	2,000.77	
OFFICE MANAGER		48,355	1,859.81	
ADMINISTRATIVE ASSISTANT		42,094	1,619.00	
SECRETARY II		45,562	1,752.39	
ZONING BOARD			200.00	PER MEETING
HEATING BOARD			200.00	PER MEETING
ELECTRICAL BOARD			200.00	PER MEETING
BUILDING CONTRACTOR'S BOARD			200.00	PER MEETING
<b>COMMON COUNCIL</b>				
ADMINISTRATIVE SECRETARY		43,723	1,681.66	
SECRETARY		33,293	1,280.50	
<b>LAW DEPARTMENT</b>				
ADMINISTRATIVE SECRETARY		48,709	1,873.43	
LEGAL SECRETARY		47,628	1,831.85	
<b>BOARD OF WORKS</b>				
PRESIDENT		5,000	416.67	MONTHLY

MEMBER		5,000	416.67	MONTHLY
MEMBER		5,000	416.67	MONTHLY
<b>ENGINEERING</b>				
CITY ENGINEER		63,905	2,457.89	
ASSISTANT ENGINEER		73,605	2,830.97	
JR ENGINEER		61,200	2,353.85	
ACCOUNTING CLERK		47,712	1,835.08	
OFFICE MANAGER		48,355	1,859.82	
MAINTENANCE SUPERVISOR		50,749	1,951.89	
MAINTENANCE SPECIALIST		44,058	1,694.54	
MAINTENANCE LABORER		37,454	1,440.54	
FT SECURITY GUARD		29,129	1,120.35	
PT SECURITY GUARD	13.00			
PT MAINTENANCE	11.00			
Intern	10.00			
<b>INFORMATION TECHNOLOGY</b>				
IT DIRECTOR		91,800	3,530.77	
HELP DESK MANAGER		66,300	2,550.00	
MULTIMEDIA COORDINATOR		64,260	2,471.54	
<b>ENVIRONMENTAL MANAGEMENT (PENALTIES)</b>				
DIRECTOR/CHIEF		95,563	3,675.50	
WASTE FUEL ENGINEER		85,828	3,301.08	
CHIEF ENGINEER		76,098	2,926.85	
<b>HUMAN RELATIONS/HUMAN RESOURCES</b>				
PERSONNEL DIRECTOR		71,440	2,747.69	
HHRC EXECUTIVE DIRECTOR	20.00			
HOUSING INVESTIGATOR	25.00			
HUMAN RELATIONS COMMISSION			200	Per Meeting
COLLEGE BOUND EXCEPTIONS COMMITTEE			200	Per Meeting
<b>POLICE DEPARTMENT</b>				
<b>POLICE CIVILIAN PERSONNEL</b>				
	<b>2020 HOURLY RATE</b>	<b>2020 ANNUAL SALARY</b>	<b>2020 BI WEEKLY (26 PAYS)</b>	<b>2020 OTHER</b>
ANIMAL CONTROL OFFICE MANAGER		34,346	1,321.00	
ANIMAL CONTROL OFFICER		44,213	1,700.50	
ANIMAL CONTROL SUPERVISOR		48,293	1,857.42	
ASSISTANT EXECUTIVE SECRETARY		43,297	1,665.27	
BOOKKEEPER		45,267	1,741.04	
CERTIFIED CORRECTIONAL OFFICER		37,219	1,431.50	
CERTIFIED MECHANIC		49,585	1,907.12	
CORRECTIONAL OFFICER-PROBATIONARY		35,138	1,351.47	
DETECTIVES SECRETARY		34,305	1,319.42	
ELECTRONIC SYSTEMS TECH		53,581	2,060.80	
EXECUTIVE SECRETARY		46,371	1,783.50	
IDACS COORDINATOR		39,406	1,515.62	
KENNEL MASTER		38,760	1,490.77	
PAYROLL/HIRING COORDINATOR		43,297	1,665.27	
PROPERTY CLERK		34,305	1,319.42	
RECORDS CLERK		38,375	1,475.96	
SENIOR RECORDS CLERK		41,888	1,611.08	
CUSTODIAN	11.00			
CROSSING GUARD	13.00			

SHIFT DIFFERENTIAL: Section 1. Each Civilian Police Department employee scheduled to work the afternoon or midnight shift shall receive a shift differential pay allowance which shall be paid in the following manner: \$13.00 per week for afternoons, \$13.00 for midnight's

SPECIALTY PAY: \$50.00 Per month for communications training operators, computer system technicians other specialties if warranted and qualified.

OVERTIME: When an employee is called in to work overtime, such employee shall be guaranteed a minimum of two (2) hours pay at the overtime rate. In the event an employee is held over his regular work shift to work, such employee shall receive regular overtime pay in increments of one-half (1 - 2) hour, but shall not be guaranteed a minimum of two (2) hours

HOLIDAY PAY: \$50.00 Shall be paid to each civilian police department employee that works a holiday as defined in City Ordinance 37.15 section "D" with the exception of Good Friday. Pay shall be for eleven holidays annually:

POLICE PENSION FUND				
SECRETARY		10,666	410.23	
BOOKKEEPER		2,040	78.46	
<b>FIRE DEPARTMENT</b>				
	<b>2020 HOURLY RATE</b>	<b>2020 ANNUAL SALARY</b>	<b>2020 BI WEEKLY (26 PAYS)</b>	<b>2020 OTHER</b>
<b>FIRE CIVILIAN PERSONNEL</b>				
BOOKKEEPER		40,800	1,569.23	
CHIEF'S SECRETARY		42,840	1,647.70	
PAYABLE/RECEIVABLE CLERK		33,959	1,306.11	
MAINTENANCE SUPERVISOR		40,183	1,545.50	
PT CUSTODIAN	10.00			
<b>FIRE PENSION FUND</b>				
SECRETARY		10,666	410.23	
BOOKKEEPER		2,020	77.69	
ELECTED TRUSTEE (ANNUALLY)				300
<b>PUBLIC WORKS</b>				
	<b>2020 HOURLY RATE</b>	<b>2020 ANNUAL SALARY</b>	<b>2020 BI WEEKLY (26 PAYS)</b>	<b>2020 OTHER</b>
<b>MOTOR VEHICLE HIGHWAY/PUBLIC WORKS</b>				
DIRECTOR		94,172	3,622.00	
DISTRICT SUPERVISOR		23,276	895.23	
OFFICE MANAGER		53,455	2,055.97	
ASSISTANT OFFICE MANAGER		43,726	1,681.77	
ADMINISTRATIVE ASSISTANT		36,118	1,389.16	
STREET LIGHT MANAGER		47,442	1,824.70	
STREET LIGHT MAINTENANCE		39,979	1,537.65	
MASTER CRAFTSMAN	22.28			
CRAFTSMAN	20.41			
HEAD MECHANIC	24.46			
MECHANIC	22.28			
HI-LIFT SWEEPER	19.83			
TIREMAN	19.81			
CDL DRIVER	19.68			
RADIO DISPATCHER	18.79			
LABORER	18.79			
<b>SOLID WASTE</b>				
SANITATION DIRECTOR		82,264	3,164.00	
DISTRICT SUPERVISOR		23,276	895.23	
CDL DRIVER	19.68			
MECHANIC	22.28			
TIREMAN	19.81			
<b>PARK DEPARTMENT/PUBLIC WORKS</b>				

PARK ADMINISTRATOR		89,760	3,452.31	
EVENTS COORDINATOR		74,688	2,872.62	
JSCC/DOWLING MANAGER		53,040	2,040.00	
RECREATION FACILITY OPERATIONS MANAGER		53,040	2,040.00	
RECREATION SUPERVISOR		45,267	1,741.04	
BOOKKEEPER		45,267	1,741.04	
OFFICE MANAGER		45,267	1,741.04	
ADMINISTRATIVE ASSISTANT		36,118	1,389.16	
DISTRICT SUPERVISOR		23,276	895.23	
DIRECTOR OF FORESTRY		65,545	2,520.97	
SPORTSPLEX GM		85,313	3,281.27	
ASST GM		67,626	2,601.00	
OFFICE MANAGER		53,040	2,040.00	
REGISTRAR/CONCESSIONS		41,310	1,588.85	
ATHLETICS SUPERVISOR		45,267	1,741.03	
OPERATING ENGINEER	19.46			
MASTER CRAFTSMAN	22.28			
CRAFTSMAN	20.41			
LABORER	18.79			
MECHANIC	22.28			
FT CUSTODIAN	8.50			
PARK BOARD MEMBER - MONTHLY		5,000	416.67	MONTHLY

PLANNING AND DEVELOPMENT	2020 HOURLY RATE	2020 ANNUAL SALARY	2020 BI WEEKLY (26 PAYS)	2020 OTHER
<b>REDEVELOPMENT</b>				
EXECUTIVE DIRECTOR		90,203	3,469.34	
DIRECTOR OF PLANNING		81,183	3,122.42	
REDEVELOPMENT COMMISSION		8,500	708.33	MONTHLY
PLANNING COMMISSION		2,600 MAX	200	PER MEETING
ECONOMIC DEVELOPMENT BOARD		2,600 MAX	200	PER MEETING
<b>COMMUNITY DEVELOPMENT</b>				
COMMUNITY DEVELOPMENT DIRECTOR		81,183	3,122.42	
ECONOMIC DEVELOPMENT DIRECTOR		68,340	2,628.47	
FINANCE MANAGER		64,945	2,497.91	
LOAN OFFICER		46,148	1,774.92	
SOCIAL SERVICE COORDINATOR		50,564	1,944.77	
ADMINISTRATIVE SECRETARY		50,564	1,944.77	
PAYABLE - RECEIVABLE CLERK		37,148	1,428.77	
ADMINISTRATIVE ASSISTANT		41,805	1,607.88	
HISTORIC PRESERVATION BOARD		2,000 MAX	200	PER MEETING
DISABILITY COMMISSION		2,000 MAX	200	PER MEETING
<b>TIF</b>				
TIF PROGRAM COORDINATOR		61,200	2,353.85	
<b>SPECIAL BOARD SALARIES</b>				
<b>WATER</b>				
CONTROLLER		10,404	400.15	
CITY ENGINEER		5,202	200.08	
<b>SANITARY</b>				
CONTROLLER		20,808	800.31	
CITY ENGINEER		41,665	1,602.50	
<b>PORT AUTHORITY</b>				
CONTROLLER		5,202	200.08	

NON-UNION LONGEVITY PAY	ANNUAL AMOUNT
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AFTER 3 YEARS	1600
AFTER 8 YEARS	1800
AFTER 13 YEARS	2000

OVERTIME: 1 & 1 - 2 times the hourly rate for over 8 hours per day or 40 hours per week and Saturdays, 2 times the hourly rate for Sundays and Holiday worked. Office personnel shall be paid 1 & 1 - 2 times the hourly rate for over 8 hours per day or 40 hours per week if the employee qualifies for overtime payment under FSLA guidelines.

PART TIME: Part Time maximum per hour rate is \$25; any increase over \$15/hour will require written approval from the Mayor.

**ALL CITY EMPLOYEES ARE ENTITLED TO A FREE MEMBERSHIP IN THE CIVIC CENTER HEALTH CLUB**