

CITY OF NEWPORT
ORDINANCE
OF THE
COUNCIL

NO. 2024-09

AN ORDINANCE IN AMENDMENT OF TITLE THREE OF THE CODIFIED ORDINANCES OF THE CITY OF NEWPORT, RHODE ISLAND, REVISION OF 1994, AS AMENDED, ENTITLED, "PERSONNEL."

BE IT ORDAINED by the City of Newport:

SECTION 1. Chapter 3.12.020 of the Codified Ordinances of the City of Newport, Revision of 1994, as amended, entitled, "City Manager to maintain specifications - Enumeration of classes," is hereby further amended by DELETING the Classification Plan for Executive, Administration and Professional Employees; Classification Plan for Supervisory Employees - N.E.A.; and the Classification Plan for Non-supervisory Council 94 Employees, and ADDING IN LIEU THEREOF THE FOLLOWING:

CLASSIFICATION PLAN
EXECUTIVE, ADMINISTRATIVE AND PROFESSIONAL EMPLOYEES
Effective July 1, 2024

<u>CLASS TITLE</u>	<u>GRADE</u>
Accounting Supervisor	9
Administrative Assistant - Fire Dept.	4
Administrative Assistant - Mayor/City Manager	5
Affirmative Action Officer	8
Assessor	9
Assistant Water Treatment Superintendent	9
Budget and Finance Analyst	8
Building Official	11
City Clerk	11
City Engineer	10
City Principal Accountant	6
Communications Assistant	5
Communications Officer	10
Community Liaison	7
Deputy City Clerk	7
Deputy City Engineer	9
Deputy City Manager	14
Deputy Director of Information and Technology	10
Deputy Finance Director	10
Deputy Director of Information Technology	10
Deputy Utilities Director, Engineering	10
Deputy Utilities Director, Finance	10
Director of Communications	11
Director of Finance and Support Services	15
Director of Human Resources	11
Director of Information and Technology	11
Director of Planning & Economic Development	13
Director of Public Safety/Chief of Police	14
Director of Public Services	13
Director of Resilience and Sustainability	15

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Director of Utilities/General Manager	14
Election Administrator	6
Executive Assistant, City Manager	6
Executive Assistant, Fire Department	4
Executive Assistant, Public Services	5
Executive Assistant, Utilities	5
Fire Chief	13
Grant Writer	7
Harbormaster	11
Human Resources Assistant	6
Human Resources Associate	2
Laboratory Supervisor	9
Legal Assistant	6
Police Chief	13
Recreation & Beach Administrator	9
Resilience Assistant	5
School Controller	9
Short Term Rental Supervisor	7
Special Projects Assistant, Utilities	5
Superintendent of Facilities Management	9
Superintendent of Parks, Grounds & Forestry	9
Superintendent of Public Works	9
Superintendent of WPC	9
Tax Collector	9
Utilities Engineer	8
Utilities Infrastructure Asset Manager	8
Water Quality Production Supervisor	9
Zoning Officer	9

CLASSIFICATION PLAN
SUPERVISORY EMPLOYEES - N.E.A.

Effective July 1, 2024

<u>Class Title</u>	<u>Grade</u>
Administrative Assistant - Finance	2
Assistant Planner	3
Assistant Superintendent of Public Works	4
Assistant Superintendent of WPC	4
City Planner	5
Deputy Harbormaster	3
Deputy Tax Assessor	3
Deputy Zoning Officer	2
Executive Secretary	1
Financial Analyst - Utilities	3
GIS Coordinator	3
Harbormaster	6
Laboratory Supervisor	4
Microbiologist	3

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Municipal Court Administrator	2
Preservation Planner	5
Purchasing Agent	3
Recreation Program Supervisor	3
Research & Development Administrator	2
Short-Term Rental Compliance Officer	1
Supervisor of Water Distribution/Collection	5

Part-time: Deputy Zoning Officer \$13.00 to \$19.04/hr.

CLASSIFICATION PLAN
COUNCIL 94 MUNICIPAL EMPLOYEES

Effective July 1, 2024

<u>Class Title</u>	<u>Grade</u>	<u>Class Title</u>	<u>Grade</u>
Account Clerk	U1	School Accounts Payable Clerk	U4
Accounting Clerk	U4	School/City Plumber	U7
Animal Control Officer	U4	School Payroll Clerk	U4
Assistant City Engineer	U6	Senior Account Clerk	U4
Custodian	U1	Senior Clerk	U1
Distribution/Collection Foreman	U5	Senior Clerk, Public Services	U3
Distribution/Collection Mechanic	U4	Senior Clerk Typist	U2
Distribution/Collection Operator	U3	Senior Clerk Typist, Assessing	U3
Electrical Inspector	U4	Senior Clerk Typist, P. Services	U3
Engineering Technician	U5	Senior Maintenance Person	U5
Foreman	U5	Senior Principle Clerk	U3
Forester	U4	Skilled Laborer Equip. Operator	U3
Groundskeeper	U3	Sweeper Operator	U3
Heavy Equipment Operator, P.S.	U4	Util. Locator/Damage Prevent Tech	U6
Heavy Equipment Operator, Util.	U4	Util. Operator I, II, III, or IV	U4
Housing Inspector	U3	Water Laborer	U2
Laborer	U1	Water Meter Foreman	U6
Laborer Equipment Operator	U3	Water Meter Repairman/Reader	U2
Maintenance Mechanic	U3	Water Plant Operator, Grade 1	U2
Maintenance Person	U3	Water Plant Operator, Grade 2	U3
Parts & Inventory Control Tech.	U4	Water Plant Operator, Grade 3	U4
Plumbing & Mechanical Inspector	U4	WPC Engineering Technician	U5
Police Clerk Typist	U1	WPC Foreman	U5
Prin. Records & P/R Account Clerk	U4	WPC Heavy Equipment Operator	U4
Principal Water Account Clerk	U2	WPC Laborer	U1
Public Safety Dispatcher	U3	WPC Laborer Equipment Operator	U3
Records Clerk	U1	WPC Robotic Camera Op/Inspector	U5

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SECTION 2. Chapter 3.16.060, Pay Schedule for classified service, is hereby further amended as follows for EXECUTIVE, ADMINISTRATIVE AND PROFESSIONAL EMPLOYEES, SUPERVISORY EMPLOYEES - N.E.A., COUNCIL 94 EMPLOYEES, POLICE DIVISION AND FIRE DIVISION.

EXECUTIVE, ADMINISTRATIVE AND PROFESSIONAL EMPLOYEES
Effective July 1, 2024

S 1	44,000	to	64,000
S 2	48,000	to	68,000
S 3	50,000	to	71,000
S 4	56,000	to	77,000
S 5	60,000	to	85,000
S 6	65,000	to	92,000
S 7	68,000	to	97,000
S 8	74,000	to	110,000
S 9	80,000	to	120,000
S 10	90,000	to	135,000
S 11	95,000	to	140,000
S 12	110,000	to	150,000
S 13	125,000	to	175,000
S 14	125,000	to	180,000
S 15	150,000	to	200,000

Employees in this category will receive increases based on annual merit.

At such time as each employee reaches the maximum level of compensation for his/her position, and on an exceptional basis, the City Manager may reward to a few individuals up to an additional 3% lump-sum performance bonus. However, at the end of the fiscal year, the employee's compensation would automatically revert back to the top compensation step for the position.

SUPERVISORY EMPLOYEES - N.E.A.
Effective July 1, 2024

GRADE	1	2	3	4	5	6	7	8	9	10	11
1	46,421.34	47,814.01	49,255.26	50,721.57	52,236.07	53,799.81	55,412.35	57,073.70	58,784.09	60,543.29	62,351.29
2	53,384.46	54,997.01	56,658.35	58,368.75	60,127.72	61,935.72	63,792.54	65,698.39	67,677.23	69,705.35	71,806.43
3	60,323.18	62,131.19	63,988.00	65,918.04	67,897.33	69,925.22	72,026.30	74,176.44	76,399.78	78,696.34	81,066.34
4	66,968.81	68,972.28	71,048.97	73,174.47	75,373.65	77,645.80	79,966.77	82,361.20	84,828.79	87,369.86	89,984.14
5	73,003.64	75,202.58	77,450.34	79,771.29	82,165.70	84,633.33	87,174.38	89,788.66	92,476.16	95,261.50	98,120.05
6	78,109.95	80,455.54	82,874.36	85,366.38	87,931.62	90,570.53	93,282.42	96,092.18	98,975.36	101,955.94	105,010.42

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AFSCME POSITIONS

Per Contract \$2,500 Is Added to Each Step Effective July 1, 2023

GRADE	A	B	C	D	E	F	G
U1	43,586	44,714	45,873	47,070	48,302	49,570	50,880
U2	46,718	47,939	49,198	50,493	51,828	53,202	54,617
U3	49,850	51,163	52,520	53,916	55,353	56,833	58,359
U4	52,981	54,390	55,842	57,340	58,879	60,466	62,097
U5	56,113	57,616	59,164	60,760	62,403	63,988	65,839
U6	59,247	60,842	62,488	64,182	65,928	67,725	69,577
U7	64,882	66,649	68,468	70,343	72,274	74,262	76,309

FRATERNAL ORDER OF POLICE
LODGE NO. 8
Effective January 1, 2023

GRADE	CLASS TITLE	A	B	C	D	E
P01	Police Officer (Pre 7/1/97)	62,843	70,960	76,405	78,365	
P09	Police Officer (Post 7/1/97)	58,692	63,080	67,810	72,900	78,365
P02	Investigator					83,062
	Training Officer					83,062
P09	Accreditation Officer					83,062
P06	Community Police Officer					83,062
P08	BCI Officer					83,062
P03	Sergeant				84,059	87,075
P04	Lieutenant				93,513	96,887
P05	Captain				102,713	107,943

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INTERNATIONAL ASSOCIATION OF FIREFIGHTERS
LOCAL 1080
Effective July 1, 2023

GRADE	CLASS TITLE	A	B	C	D	E
F01	Fire Fighter	44,764.30	49,536.66	56,529.41	62,242.96	73,919.46
F02	Lieutenant					79,914.22
F03	Captain					88,050.98
F04	Captain/Superintendent Fire Suppression					89,181.66
F05	Captain, Superintendent Fire Alarm					89,181.66
F06	Fire Marshal					107,489.62
F07	Deputy Chief					97,718.40
F08	Senior Deputy Chief					99,672.14
F10	Captain Fire Inspection					89,181.66
F11	Captain Fire Prevention					89,181.66
F12	Deputy Chief/Training Officer/EMS Coordinator					97,718.40

SECTION 3. Section 3.16.070, Pay Schedule for Part-time, Temporary and Unclassified Services, is hereby further amended by DELETING the Pay Schedule for UNCLASSIFIED, PART-TIME, TEMPORARY AND SEASONAL, ON-CALL, AND SALARIED EMPLOYEES and ADDING IN LIEU THEREOF the following:

UNCLASSIFIED
Effective July 1, 2024

City Manager	\$225,000 per annum
City Solicitor	104,680 per annum
Asst. City Solicitor for Civil Litigation	85,910 per annum
Asst. City Solicitor for Law Enforcement	37,315 per annum
Asst. City Solicitor for Planning and HDC	46,125 per annum
Municipal Court Judge	38,243 per annum
Probate Judge	15,862 per annum
Canvassing Board Member	1,509 per annum

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PART-TIME, TEMPORARY AND SEASONAL EMPLOYEES
Effective July 1, 2024

HOURLY EMPLOYEES

Alternate Local Building Official	30.00 to 45.00 per hour
Animal Control Officer	State Min. to 23.00 per hour
Assistant Beach Manager	State Min. to 26.00 per hour
Assistant Harbor Master	State Min. to 26.00 per hour
Beach Equipment Operator	State Min. to 26.00 per hour
Billing Clerk	State Min. to 21.00 per hour
Certified Recreation Instructor	15.00 - 53.00 per hour
City Intern	State Min. - 25.00 per hour
Civilian Dispatcher	20.00 - 26.00 per hour
Clerk Typist/Cashier	State Min. - 19.00 per hour
Construction Inspector/Flag person	45.00 - 55.00 per hour
Custodian	State Min. - 22.00 per hour
Deputy Zoning Officer	13.00 - 24.00/hr
Dock Attendent	State Min. - 22.00 per hour
Foreman	State Min. - 32.00 per hour
Grant Writer	20.00 - 50.00 per hour
Groundskeeper	State Min. - 26.75 per hour
Harbor Facility Manager	State Min. - 26.00 per hour
Harbor Master's Assistant	State Min. - 23.00 per hour
Laborer/Attendant	State Min. - 25.00 per hour
Lifeguard	State Min. - 25.00 per hour
Lifeguard Supervisor	State Min. - 30.00 per hour
Maintenance Person	State Min. - 28.75 per hour
Office Manager	State Min. - 21.00 per hour
Parking Attendants	State Min. - 16.00 per hour
Parking Inspector	State Min. - 22.00 per hour
Planning Aide	State Min. - 19.00 per hour
Playground Leaders	State Min. - 19.00 per hour
Program Coordinator	State Min. - 22.00 per hour
Property Management Aide	State Min. - 21.00 per hour
Recreation Activities Coordinator	State Min. - 28.00 per hour
Recreation Supervisor/Watchperson	State Min. - 21.00 per hour
Restroom Aide	State Min. - 19.00 per hour
Retired Police Officers Corps	FOP Detail Rate
Secretary	State Min. - 22.00 per hour
Sidewalk Sweeper Operator	State Min. - 22.00 per hour
Sports Facilities Manager	State Min. - 22.00 per hour
Sweeper Operator	State Min. - 26.00 per hour
Traffic Aide	State Min. - 21.00 per hour
Traffic Aide Coordinator	State Min. - 23.00 per hour
Transportation Supervisor	20.00 - 32.00 per hour
VIN Inspector	State Min. - 19.00 per hour

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ON-CALL EMPLOYEES

Matron	State Min. - 22.75 per hour
Police Auxiliary	State Min. - 19.75 per hour
Recreation Instructor	State Min. - 30.00 per hour
Referees and Officials	State Min. - 30.00 per hour
Rotunda Coordinator	15.00 - 27.75 per hour
Scorer	State Min. - 19.75 per hour
Water Plant Operator	State Min. - 22.75 per hour

ELECTION POLL WORKERS


Canvassing Poll Worker Training	25.00 per Training
Canvassing Poll Assistant Clerk	175.00 per Election
Canvassing Poll Clerk	250.00 per Election
Canvassing Poll Greeter	175.00 per Election
Canvassing Poll Supervisor	225.00 per Election
Canvassing Poll Assistant Warden	175.00 per Election
Canvassing Poll Warden	250.00 per Election

SALARIED EMPLOYEES

Building Code Inspector	240 per diem
Caretaker (Water Dept.)	5,300 per annum
Firefighter Trainee (<i>Fire Academy</i>)	850 per week
Parking Lot Manager	720 per week
Police Officer Trainee (<i>Municipal Academy</i>)	1,000 per week
PUC Approved Water Caretaker	13,100 per annum
Park Rangers	30.00 per hour

SECTION 4. This ordinance shall take effect July 1, 2024, and all ordinances or parts of ordinances inconsistent herewith are hereby repealed.

IN COUNCIL
READ AND PASSED
MAY 22, 2024


Laura C. Swistak, CMC
City Clerk