



## Committee of the Whole Meeting - Final

December 13, 2023

6:30 PM

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A. COW2023-066 Discussion regarding 2024 Employee Merit Increase and COLA

**City of Smyrna**  
**Postion/Grade by Grade**  
**Effective December 25, 2023 PROPOSED**

Grade	Minimum	Mid-Point	Maximum	FLSA	Position Title	EEO
FD - 1	\$49,443	\$63,040	\$76,637	N	Firefighter Uncertified	4a
FD - 2	\$53,337	\$68,005	\$82,673	N	Firefighter I	4a
FD - 3	\$57,505	\$73,319	\$89,133	N	Firefighter II	4a
				N	Firefighter II - Support Services Coordinator	
FD - 4	\$62,187	\$79,289	\$96,390	N	Fire Engineer	4a
FD - 5	\$66,903	\$85,302	\$103,700	N	Fire Lieutenant - Emergency Management Specialist	4a
				N	Fire Lieutenant – Training	4a
				N	Fire Lieutenant – Prevention	4a
				N	Fire Lieutenant	4a
FD - 6	\$76,473	\$97,503	\$118,533	N	Fire Captain - Deputy Fire Marshal	4a
				N	Fire Captain	4a
				N	Fire Captain – EMS Director	4a
FD - 7	\$86,042	\$109,704	\$133,365	E	Fire Division Chief – Training	4a
				E	Fire Battalion Chief	4a
FD - 8	\$98,292	\$125,323	\$152,353	E	Deputy Fire Chief Emergency Services & Deputy Emergency Management Director	4a
				E	Deputy Fire Chief Administrative Services & Fire Marshal	4a
FD - 9	\$112,551	\$143,502	\$174,454	E	Fire Chief & Director of Emergency Management	4a
PD - 1	\$49,443	\$63,040	\$76,637	N	Police Officer (Uncertified)	5a
PD - 2	\$53,337	\$68,005	\$82,673	N	Police Officer	5a
				N	Warrant Officer	5a
PD - 3	\$58,819	\$74,994	\$91,169	N	Senior Park Ranger	5a
				N	Master Patrol Officer	5a
PD - 4	\$65,036	\$82,921	\$100,806	N	Police Sergeant	5a
PD - 5	\$75,682	\$96,495	\$117,307	N	Police Lieutenant	5a
PD - 6	\$90,622	\$115,543	\$140,464	E	Police Major	5a
				E	Police Major	5a
PD - 7	\$100,136	\$127,673	\$155,211	E	Deputy Chief of Police	5a
PD - 8	\$114,388	\$145,845	\$177,302	E	Chief of Police	5a
GOVT - 1	\$ 34,348	\$ 43,793	\$ 53,239	N	Bailiff	3
	\$ 16.51	\$ 21.05	\$ 25.60	N	Community Services Worker	13
				N	Customer Service Receptionist	2
				N	Jail Cook	6
				N	Library Aide	22
				N	Lifeguard	15
				N	Open Gym Attendant	15
				N	Program Assistant (Environmental Services)	13
				N	Recycling Center Attendant	13
				N	Sanitation Worker	13
				N	Streets Maintenance Worker	7
				N	Warehouse Attendant	23
				N	Water & Sewer Maintenance Worker	14
GOVT - 2	\$36,323	\$46,312	\$56,301	N	Administrative Clerk	2
	\$ 17.46	\$ 22.27	\$ 27.07	N	Community Center Attendant	15
				N	Facilities Maintenance Technician I	15
				N	Head Lifeguard - Wolfe Center Therapy Pool	15
				N	Lead Jail Cook	6
				N	Library Clerk	22
				N	Maintenance Technician I	23

**City of Smyrna**  
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Grade	Minimum	Mid-Point	Maximum	FLSA	Position Title	EEO
GOVT - 2	cont			N	Municipal Court Clerk	3
				N	Parks Maintenance Technician I	15
GOVT - 3	\$ 38,299	\$ 48,832	\$ 59,364	N	Utility Customer Service Representative	1
	\$ 18.41	\$ 23.48	\$ 28.54	N	Utility Services Meter Technician	18
GOVT - 4	\$40,275	\$51,351	\$62,426	N	Administrative Assistant	16
	\$ 19.36	\$ 24.69	\$ 30.01	N	Equipment Operator I	7
				N	Facilities Maintenance Technician II	15
				N	Maintenance Technician II	23
				N	Parks Maintenance Technician II	15
				N	Police Quartermaster	5b
				N	Records Assistant	5b
				N	Sanitation Truck Driver	13
				N	Streets Crew Leader	7
				N	Traffic Signal Technician Trainee	7
				N	Utility Meter Maintenance Technician	18
				N	Water & Sewer Crew Leader	14
				N	Water & Sewer Equipment Operator I	14
GOVT - 5	\$ 42,251	\$ 53,870	\$ 65,489	N	Communications Officer I	5b
	\$ 20.31	\$ 25.90	\$ 31.49	N	Equipment Operator II	7
				N	Fire Hydrant Inspector	23
				N	Utilities Locator	18
GOVT - 6	\$44,227	\$56,389	\$68,551	N	Administrative Coordinator	2
	\$ 21.26	\$ 27.11	\$ 32.96	N	Business License Coordinator	16
				N	Facilities Maintenance Technician III	15
				N	Human Resources & Risk Management Technician	2
				N	Library Associate - Adult Services	22
				N	Library Associate - Technical Services	22
				N	Library Associate - Youth Services	22
				N	Maintenance Technician III	23
				N	Mechanic I	23
				N	Municipal Court Clerk, Sr.	3
				N	Parks Maintenance Technician III	15
				N	Property & Evidence Custodian	5b
				N	Purchasing & Records Technician	1
			N	Sanitation Equipment Operator III	13	
			N	Streets Field Operations Foreman (EOIII)	7	
			N	Traffic Signal Technician	7	
GOVT - 7	\$ 46,698	\$ 59,540	\$ 72,382	N	City Marshal - Code Enforcement Officer	23
	\$ 22.45	\$ 28.63	\$ 34.80	N	Stormwater Inspector	23
				N	Detention Officer I	6
				N	Communications Officer II	5b
				N	Sanitation Truck Driver Foreman	13
				N	Water & Sewer Field Operations Foreman (EOIII)	14
				N	Water & Sewer Jet Truck Operator	14
			N	Mechanic II	23	
GOVT - 8	\$49,170	\$62,691	\$76,213	N	Accounts Payable Coordinator	1
	\$ 23.64	\$ 30.14	\$ 36.64	E	Athletics & Aquatics Coordinator	15
				E	Community Center Event Coordinator	15
				N	Community Relations Coordinator	23

**City of Smyrna**  
**Position/Grade by Grade**  
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Grade	Minimum	Mid-Point	Maximum	FLSA	Position Title	EEO
GOVT - 8	cont			N	Deputy City Clerk	2
				N	Detention Officer II	6
				N	Economic Development Coordinator	23
				N	GCIC Coordinator	5b
				E	Historic Parks & Recreation Facilities Event Coordinator	15
				N	Keep Smyrna Beautiful Coordinator	13
				N	Mechanic III	23
				N	Open Records Coordinator	5b
				N	Recreation Program Coordinator	15
				N	Recycling Center Coordinator	13
				N	Utility Billing Coordinator	1
N	Utility Meter Coordinator	18				
GOVT - 9	\$ 51,641	\$ 65,842	\$ 80,043	E	Benefits Specialist	2
				N	Building Inspector	23
				E	Chief Probation Officer	6
				E	Circulation Supervisor	22
				N	City Arborist	16
				N	Communications Supervisor	5b
				N	Criminal Intelligence Analyst	5b
				N	Environmental & Erosion Inspector	7
				E	HRIS & Payroll Specialist	2
				N	Information Systems Specialist	1
				N	Jail Sergeant	6
				N	Parks Maintenance Supervisor	15
				N	Permit Specialist	16
				E	Police Records Supervisor	5b
				N	Sanitation Supervisor	13
				N	Streets Supervisor	7
				E	Tax & Accounts Payable Supervisor	1
				E	Warehouse Supervisor	23
E	Young Adult Librarian	22				
GOVT - 10	\$ 56,751	\$ 72,358	\$ 87,964	E	Adult Services Librarian	22
				E	Court Services Coordinator	3
				N	Executive Assistant	2
				N	Fleet Maintenance Supervisor	23
				E	Planner I	16
				E	Utility Services Supervisor	18
				N	Water & Sewer Supervisor	14
				E	Web Administrator	1
				E	Youth Services Librarian	22
				GOVT - 11	\$ 61,862	\$ 78,874
E	Building & Grounds Manager	23				
N	Certification Manager	5b				
E	E-911 Manager	5b				
E	GIS Manager	1				
E	Museum Manager	23				
E	Planner II	16				
E	Technical Services Librarian	22				
	\$ 24.83	\$ 31.65	\$ 38.48			

**City of Smyrna**  
**Position/Grade by Grade**  
**Effective December 25, 2023 PROPOSED**

Grade	Minimum	Mid-Point	Maximum	FLSA	Position Title	EEO
GOVT - 12	\$66,972	\$85,389	\$103,807	E	Facilities Manager	15
	\$ 32.20	\$ 41.05	\$ 49.91	E	Network and Server Engineer (1/1/2023)	1
				N	Public Safety Systems Administrator	5b
				E	Purchasing Manager	1
				E	Recreation Services Manager	15
				E	Special Projects Manager	2
				E	System Administrator	1
				E	Parks Maintenance Manager	15
				E	Sanitation Manager	13
				E	Streets Manager	7
			E	Water Sewer Field Operations Manager	14	
GOVT - 13	\$ 70,211	\$ 89,519	\$ 108,827	E	Assistant Finance Director	1
	\$ 33.76	\$ 43.04	\$ 52.32	E	Chief Building Official	16
				E	Fleet Manager	23
				E	Human Resources Manager	2
				E	Jail Administrator	6
				E	Municipal Court Administrator	3
GOVT - 14	\$79,110	\$100,865	\$122,620	E	Assistant City Engineer	7
	\$ 38.03	\$ 48.49	\$ 58.95	E	Assistant Director, Community Development	16
				E	Assistant Director, Information Technology	1
				E	Assistant Director, Public Works	7
				E	Assistant Director, Water, Sewer & Utility Services	7
MGMT - 1	\$ 87,771	\$ 111,908	\$ 136,045	E	City Clerk	2
				E	City Engineer	7
				E	Community Relations Director	23
				E	Economic Development Director	23
				E	Environmental Services Director	13
				E	Library Director	22
MGMT - 2	\$ 101,849	\$ 129,858	\$ 157,867	E	Community Development Director	16
				E	Finance Director	1
				E	Human Resources & Risk Management Director	2
				E	Information Technology Director	1
				E	Parks & Recreation Director	15
				E	Public Works Director	7
				E	Water, Sewer, & Utility Services Director	7
MGMT - 3	\$ 112,026	\$ 142,834	\$ 173,641	E	Assistant City Administrator & Finance Director	1
MGMT - 4	\$ 119,948	\$ 152,933	\$ 185,919	E	Deputy City Administrator / Chief Financial Officer	2

Denotes Safety Sensitive

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Grade	Minimum	Mid-Point	Maximum	FLSA	Position Title	EEO
<b>EEO</b> <b>Code Definition</b>						
1 Financial administration						
2 Central administration						
3 Judicial & legal						
4 Fire Protection						
4a Firefighters						
4b other fire protection employees						
5 Police Protection						
5a Persons with powers of arrest						
5b other police protection employees						
6 Corrections						
7 Streets & Highways						
13 † waste management						
14 Sewerage						
15 Parks & Recreation						
16 munity development						
18 Water supply system						
22 Libraries						
23 All others						

FY 2024  
Proposed COLA/EI and Merit Increases  
Effective 12/25/2023

Location	Location Description	Column1	Current Annual Pay	EI 4.8%	Merit
<u>1110</u>	GOVERNING BODY	TOTAL	\$ 79,276.66	\$ 83,081.94	\$ 85,989.81
<u>1320</u>	CITY ADMINISTRATION	TOTAL	\$ 667,742.65	\$ 694,668.76	\$ 714,597.88
<u>1510</u>	FINANCE	TOTAL	\$ 586,314.79	\$ 614,457.90	\$ 631,473.40
<u>1535</u>	DATA PROCESSING/IT	TOTAL	\$ 600,707.25	\$ 629,541.20	\$ 643,927.84
<u>1540</u>	HUMAN RESOURCES	TOTAL	\$ 375,120.83	\$ 393,126.63	\$ 406,125.94
<u>1565</u>	BUILDINGS & PLANT	TOTAL	\$ 187,545.10	\$ 196,547.26	\$ 203,426.42
<u>2500</u>	MUNICIPAL COURT	TOTAL	\$ 342,845.59	\$ 359,302.18	\$ 371,877.75
<u>3210</u>	POLICE ADMINISTRATION	TOTAL	\$ 6,481,963.22	\$ 6,793,097.45	\$ 6,904,230.66
<u>3325</u>	JAIL OPERATIONS	TOTAL	\$ 1,050,178.45	\$ 1,100,587.02	\$ 1,109,567.63
<u>3510</u>	FIRE ADMIN	TOTAL	\$ 437,477.07	\$ 458,475.97	\$ 474,522.63
<u>3520</u>	FIRE RESPONSE	TOTAL	\$ 4,878,807.13	\$ 5,112,989.87	\$ 5,236,457.57
<u>3530</u>	FIRE PREVENTION	TOTAL	\$ 479,152.24	\$ 502,151.55	\$ 519,726.85
<u>3540</u>	FIRE TRAINING	TOTAL	\$ 182,523.50	\$ 191,284.63	\$ 194,943.40
<u>3800</u>	EMERGENCY 911	TOTAL	\$ 1,089,623.33	\$ 1,141,925.25	\$ 1,161,295.72
<u>3920</u>	EMERGENCY MANAGEMENT	TOTAL	\$ 79,088.42	\$ 82,884.66	\$ 85,785.63
<u>4210</u>	HIGHWAYS AND STREETS	TOTAL	\$ 1,269,725.18	\$ 1,330,671.99	\$ 1,358,060.08
<u>4270</u>	ENGINEERING	TOTAL	\$ 529,049.20	\$ 475,333.19	\$ 491,442.87
<u>4310</u>	SANITARY ADMIN	TOTAL	\$ 1,154,526.64	\$ 1,209,943.92	\$ 1,233,504.26
<u>4410</u>	WATER ADMIN	TOTAL	\$ 360,004.02	\$ 377,284.21	\$ 387,065.55
<u>4440</u>	WATER DISTRIBUTION	TOTAL	\$ 983,118.41	\$ 1,030,308.09	\$ 1,051,052.87
<u>4540</u>	RECYCLABLES COLLECTION	TOTAL	\$ 328,602.83	\$ 344,375.77	\$ 347,611.05
<u>4580</u>	ENVIRONMENTAL SERVICES	TOTAL	\$ 270,211.00	\$ 283,181.13	\$ 292,299.78
<u>4900</u>	MAINTENANCE & SHOP	TOTAL	\$ 395,376.61	\$ 414,354.69	\$ 428,857.10
<u>6110</u>	PARKS ADMIN	TOTAL	\$ 294,609.42	\$ 308,750.67	\$ 317,572.55
<u>6120</u>	PARKS PROGRAMS	TOTAL	\$ 253,460.34	\$ 265,626.44	\$ 271,072.90
<u>6130</u>	PARKS ATHLETICS/AQUATICS	TOTAL	\$ 64,956.60	\$ 68,074.52	\$ 70,457.12
<u>6140</u>	PARKS BRAWNER HALL	TOTAL	\$ 100,705.33	\$ 105,539.19	\$ 108,799.72
<u>6150</u>	PARKS MAINTENANCE	TOTAL	\$ 465,141.49	\$ 487,468.28	\$ 498,194.17
<u>6172</u>	COMMUNITY RELATIONS	TOTAL	\$ 179,138.28	\$ 187,736.92	\$ 194,307.71
<u>6510</u>	LIBRARY	TOTAL	\$ 487,525.04	\$ 510,926.24	\$ 528,808.66
<u>6610</u>	MUSEUM	TOTAL	\$ 68,868.12	\$ 72,173.79	\$ 74,699.87
<u>7210</u>	COMMUNITY DEVELOPMENT	TOTAL	\$ 906,739.96	\$ 950,263.48	\$ 971,942.78
<u>7510</u>	ECONOMIC DEVELOPMENT	TOTAL	\$ 174,103.64	\$ 176,676.86	\$ 182,298.73
<u>COS</u>	FULL TIME	GRAND TOTAL	\$ 25,804,228.34	\$ 26,952,811.63	\$ 27,551,996.94
		w FICA	\$ 27,778,251.80	\$ 29,014,701.72	\$ 29,659,724.70
				DIFFERENCE	\$ 1,881,472.90