

**ORDINANCE NO. 2020-03
OF THE TOWN OF ZIONSVILLE, INDIANA**

**AN ORDINANCE CREATING NEW POSITIONS AND AMENDING
THE SALARY ORDINANCE OF THE TOWN OF ZIONSVILLE, INDIANA
FOR THE CALENDAR YEAR 2020 PURSUANT TO
INDIANA CODE § 36-5-3-2(b)**

WHEREAS, Ind. Code § 36-5-3-2(b) confers upon the Zionsville Town Council ("Town Council"), the power to provide reasonable compensation for Town of Zionsville ("Town") employees; and

WHEREAS, the Town Council adopted Ordinance No. 2019-23 on November 04, 2019 providing for compensation to be paid to officials and employees of the Town for calendar year 2020; and

WHEREAS, the administration is restructuring the Department of Finance & Records, eliminating the position of Director of Finance & Records, and transitioning work that was previously outsourced to our internal team, to be led and managed by a Chief Financial Officer who will serve as the Department Head of the Department of Finance and Records; and

WHEREAS, because the Town's workforce has grown by nearly 50% over the last four years, it is prudent to create a central management position, Human Resource Manager, that will lead and direct all human resource related functions for the Town; and

WHEREAS, The administration desires to add a Municipal Relations Coordinator, the position is being created to fill a need for improved service and communication both internally and externally, the Clerk duties formerly held by the Department of Finance and Records shall be transferred to this new Municipal Relations Coordinator position; and

WHEREAS, The administration desires to raise the salary for the Police Chief position; and

WHEREAS, a correction of dates in the 2020 Schedule of Holidays is necessary, changing the Independence Day holiday to Friday, July 3, 2020 to correct an error and changing the Primary Election Day holiday to June 2, 2020 due to a State mandate resulting from the COVID-19 pandemic health crisis.

WHEREAS, the salary ordinance must be amended to reflect the new positions, new salaries and change of Schedule of Holiday dates.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Town Council of the Town of Zionsville, Indiana that the following exhibits of Ordinance 2019-23 are hereby amended.

Section 1. Chief Financial Officer. There is herein created the position of Chief Financial Officer (“CFO”) who is to be the Department Head of the Department of Finance and Records. The Department of Finance and Records shall retain the Treasurer duties previously transferred to it under Resolution 2014-11 ZR2A3 adopted by the Town Council on May 20, 2014. The CFO shall report to the Mayor and Deputy Mayor. The terms “Department Head” or “Director” of the Department of Finance and Records as they appear in other policies, Ordinances or Resolutions of the Town should be replaced with the term “Chief Financial Officer” of the Department of Finance and Records. For the purposes of the Zionsville Reorganizations the CFO will be the Department Head for the Department of Finance and Records

Section 2. Municipal Relations Coordinator. There is herein created the position of Municipal Relations Coordinator which shall be a part of the Department of Administration and shall report to the Deputy Mayor.

Section 3. Municipal Relations Coordinator and Clerk Duties. The Clerk duties previously transferred to the Department of Finance and Records under Resolution 2014-11 ZR2A3 adopted by the Town Council on May 20, 2014 are hereby transferred to the new position of Municipal Relations Coordinator.

Section 4. Department of Human Resources and Human Resources Director. There is herein created a Department of Human Resources in the Town. There is also herein created the position of Human Resource Manager which shall be the head of the Department of Human Resources. The Human Resource Manager shall report to the Mayor and Deputy Mayor.

Section 5. Amendment. The 2020 Salary Ordinance, Ordinance No. 2019-23, is hereby amended by deleting "Exhibit A" adopted as a part of Ordinance 2019-23 and replacing it with an amended "Exhibit A" attached as a part of this Ordinance amendment to reflect the addition of the aforementioned positions within the Town.

Section 6. Amendment. The 2020 Salary Ordinance, Ordinance No. 2019-23, is hereby amended by deleting "Exhibit B" adopted as a part of Ordinance 2019-23 and replacing it with an amended "Exhibit B" attached as a part of this Ordinance amendment to reflect the changes to the Schedule of Holidays.

Section 7. Construction of Clause Headings. The clause headings appearing herein have been provided for convenience and reference and do not purport and shall not be deemed to define, limit or extend the scope or intent of the clause to which they appertain.

Section 8. Repeal of Conflicting Ordinances. The provisions of all other Town ordinances in conflict with the provisions hereof, if any, are of no further force or effect and are hereby repealed.

Section 9. Severability. If any part of this Ordinance shall be held invalid, such part shall be deemed severable and the invalidity thereof shall not affect the remainder of the Ordinance.

Section 10. Duration and Effective Date The provisions of this Ordinance shall become and remain in full force and effect on following the date of its passage and adoption upon its signature by the Town's executive in the manner prescribed by Ind. Code. § 36-5-2-10(a) and until its repeal by ordinance.

Introduced and filed on the _____ day of _____, 2020. A motion to consider on First Reading was sustained by a vote of _____ in favor and _____ opposed, pursuant to Indiana Code § 36-5-2-9.8.

Ordinance No. 2020-__03__

DULY PASSED AND ADOPTED this _____ day of _____, 2020, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of _____ in favor and _____ opposed.

**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,
BOONE COUNTY, INDIANA**

**YEA
Signature**

**NAY
Signature**

Josh Garrett, President		
Bryan Traylor, Vice-President		
Brad Burk, Member		
Alex Choi, Member		
Joe Culp, Member		
Craig Melton, Member		
Jason Plunkett, Member		

I hereby certify that the foregoing Ordinance was delivered to Town of Zionsville Mayor Emily Styron on the _____ day of _____ 2020, at _____ m.

ATTEST: _____
Amelia Anne Lacy, Director,
Department of Finance and Records

MAYOR'S APPROVAL

Emily Styron, Mayor

DATE

MAYOR'S VETO

Emily Styron, Mayor

DATE

EXHIBIT A
2020 SALARY
ORDINANCE

As amended

EXHIBIT A

**Town of Zionsville Wage Schedule -
2020 and Salary Guidelines –
Amended April 2020**

	Rating #/p*	pay from Performance	pay from MVH FUND	pay from PARK FUND	pay from FIRE FUND	pay from SALARY* FUND	pay from GEN'L Increase	Maximum BASE SEWER (to base salary)	
Administration									
plan comm member	NA	7	100%				\$480.00		
BZA member	NA	5	100%				\$480.00		
town council member	NA	6	100%				\$5,000.00-		
town council president	NA	1	100%				\$10,000.00		
X X mayor	NA	1	100%				\$124,200.00		
X chief financial officer	86.0	1	100%				\$120,000.00	4.00%	
dir. Of communications	56.9	1	29%	14.28%	14.28%	14.28%	14.28%	\$69,250.08	4.00%
communications ass't.		1	100%				\$62,000.00	4.00%	
chief deputy director	43.3	1	100%				\$56,995.20	4.00%	
deputy director - payroll/hr	39	1	100%				\$52,312.80	4.00%	
court deputy director	35.6	1	100%				\$51,755.76	4.00%	
X deputy mayor	86.5	1	100%				\$103,263.84	4.00%	
municipal relations coordinator	52.5	1	100%				\$64,512.00	4.00%	
X human resource manager	65.8	1	100%				\$80,000.00	4.00%	
Dir. Of Plan. & Ee. Dev.	74.2	1	100%				\$91,675.00	4.00%	
planner I Econ.	43.3	1	100%				\$60,000.00	4.00%	
planner I petitions	43.3	1	100%				\$56,731.00	4.00%	
X planner II/ pre PM	51.7	1	100%				\$64,689.36	4.00%	
planner II post PM	50	1	100%				\$61,373.52	4.00%	
Building tech. coordinator	34.7	1	100%				\$50,396.16	4.00%	
IT director	67.5	1	100%				\$92,000.16	4.00%	
deputy IT director	55	1	100%				\$70,377.61	4.00%	
technology coordinator	35.5		100%				\$65,000.00	4.00%	
sr. inspector/p.a.	51.9	1	100%				\$69,087.36	4.00%	
building inspector	50	1	100%				\$67,281.12	4.00%	
building inspector FOG	50	1	100%				\$61,229.28	4.00%	
planner I- zoning	43.3	1	100%				\$58,857.12	4.00%	
town mgr admin assist	40.8	1	100%				\$63,000.00	4.00%	
planning admin assist	31.9	1	100%				\$51,427.92	4.00%	
judge	NA	1	100%				\$6,000.00		
prosecutor	NA	1	100%			per court session	\$220.00		
Safety board member	NA	2	100%				\$360.00		
Safety board president	NA	1	100%				\$540.00		
Safety board president	NA	1	100%				\$540.00		
Police									
x chief of police	77.7	1	100%				\$102,441.84	4.00%	
x captain - uniform services	60	1	100%				\$77,133.36	4.00%	
x captain - ac;Jmin.	60	1	100%				\$77,133.36	4.00%	
x captain - investigations	60.	1	100%				\$77,133.36	4.00%	
lieutenant	54.4	4	100%				\$70,866.72	4.00%	
sergeant	47.9	5	100%				\$65,163.36	4.00%	
corporals	46.2	2	100%				\$63,027.12	4.00%	
corporal - K9	46.2	1	100%				\$66,677.03	4.00%	
detective/specialist	46.2	3	100%				\$63,026.88	4.00%	

police officer II/K9	43.3	1	100%	PSLIT	\$64,820.24	4.00%
police officer II	43.3	11	100%	PSLIT	\$61,170.24	4.00%
police officer I	38.8	7	100%	PSLIT	\$54,855.00	4.00%
police officer I - first year	38.8	0	100%	PSLIT	\$49,369.50	4.00%
admin assistant	31.9	1	100%		\$40,000.08	4.00%
executive admin. asst.	45.2	1	100%		\$56,650.08	
			4.00%	part time - maintenance		100%
per hour				\$12.00		max
police commissioner		2	100%	(non T.C. member) per meeting	\$25.00	

**Town of Zionsville Wage Schedule -
2020 and Salary Guidelines –
Amended April 2020**

Wastewater

x	superintendent	73.3	1	100%		\$81,595.00	4.00%
	plant and lift station man.	50.9	1	100%		\$63,000.00	4.00%
	assist. Maint. & lead op.	45.6	1	100%		\$48,000.00	4.00%
	lab manager	45.2	1	100%		\$56,000.00	4.00%
	collection operator	36.9	0	100%		\$57,011.00	4.00%
	plant operator II	33.5	0	100%		\$52,505.00	4.00%
	plantoperator I	27.3	1	100%		\$48,052.00	4.00%
	plantoperator I	27.3	1	100%		\$46,930.00	4.00%
	plantoperator I	27.3	1	100%		\$45,982.00	4.00%
	plantoperator I	27.3	2	100%		\$44,861.00	4.00%
	admin assistant	43.3	1	100%		\$56,000.00	4.00%
	billing administrator	37.3	1	100%		\$45,000.00	4.00%
	finance & record staff. Ass. (Admin. position)	31.5	1	100%		\$42,000.00	4.00%
	labor - part time			100%	max per hour	\$12.00	

Street & Stormwater

X	superintendent	80.6	1	100%		\$95,724.00	4.00%
X	ass't. superin streets	55.6	1	100%		\$69,772.00	4.00%
X	ass't. superin. stormwater	56.7	1	100%		\$72,794.00	4.00%
	right-of-way utility coord.	38.5	1	100%		\$56,783.00	4.00%
	team leader	40.6	2	8%	92%	\$60,169.00	4.00%
	stormwater technician	34.8	1		100%	\$53,159.00	4.00%
	technician II	31.3	5	8%	92%	\$50,621.00	4.00%
	technician I	25.8	3	8%	92%	\$45,803.52	4.00%
	labor - . part time				100%	max per hour	\$1-1.00
	admin assistant	33.8	1		100%	\$53,693.00	4.00%

Parks & Recreation

	park board member	NA	6		100%	\$480.00	
X X	superintendent	65.2	1		100%	\$83,367.18	4.00%
	dir. of maintenance serv.	45	1		100%	\$61,138.95	4.00%
	park technician II	27.1	1		100%	\$49,482.70	4.00%
	park technician II	27.1	1		100%	\$46,633.44	4.00%
	park technician II	27.1	1		100%	\$39,600.00#	4.00%
	park technician I	21.7	1		100%	\$42,575.76	4.00%
X	admin assistant	32.9	1		100%	\$53,560.00	4.00%
	park naturalist	39	1		100%	\$54,451.35	4.00%
	golf course manager		1		golf fund 100%	\$45,000.00	4.00%
	labor - part time				max per hour 100%	\$12.00	

*salary for time worked in 2020

This is the base salary for the position. X = exempt status per FLSA

#/p = number of people in that position at that salary

See "Zionsville Salary Administration" for guidelines to be used for administering salary increases - attached.

**Town of Zionsville
Wage Schedule -
2020 and Salary
Guidelines –**

Amended April 2020

DEPARTMENT/POSITION	Rating #/p*	pay from FIRE FUND	pay from GEN'L FUND	pay from SEWER FUND	pay from MVH FUND	BASE SALAR	Maximum Performance Increase (to base salary)
Fire							
fire chief	85.4	1			100%	\$102,441.8	4.00
x deputy chief	73.1	3		PSLIT	100%	\$90,901.9	4.00%
x division chief	63.1	1		PSLIT	100%	\$81,252.0	4.00%
x division chief	63.1	2		PSLIT	100%	\$80,819.2	4.00
x division chief	63.1	1		PSLIT	100%	\$73,929.3	4.00
battalion chief	58.5	3		PSLIT	100%	\$76,026.9	4.00
captain	54	4			100%	\$70,763.2	4.00
lieutenant	51.5	1		PSLIT	100%	\$68,603.0	4.00%
lieutenant	51.5	5		PSLIT	100%	\$68,236.8	4.00
engineer	47.3	9		PSLIT	100%	\$64,026.2	4.00%
firefighter III	44.8	2			100%	\$62,928.4	4.00%
firefighter III	44.8	4			100%	\$62,592.4	4.00
firefighter III	44.8	13			100%	\$62,258.4	4.00%
firefighter III	44.8	1			100%	\$60,769.6	4.00
firefighter III	44.8	1			100%	\$59,316.4	4.00%
firefighter II	43.1	11			100%	\$59,815.4	4.00
firefighter I	39.4	1			100%	\$60,769.4	4.00
firefighter I	39.4	7			100%	\$56,025.8	4.00
firefighter I	39.4	1			100%	\$54,685.9	4.00
probationary firefighter I	39.4	7			100%	\$50,423.2	4.00%
part time				max per hour	100%	\$22.00	
executive admin. assist.	36.5	1			100%	\$53,078.6	4.00
admin assistant	31.9	1			100%	\$48,446.4	4.00%
fire inspector	35.2	0			100%	\$51,806.1	4.00
fire inspector/investigator	38.1	1			100%	\$54,762.7	4.00%
public educator	37.7	1			100%	\$54,341.5	4.00
x facilities manager	53.5	1			100%	\$70,342.0	4.00%
** paramedic					100%	\$4,000.0	
Engineer-Lieutenant	Pay			per 12 hour	100%	\$15.0	
FF-Lieutenant Ride-out				per 12 hour	100%	\$22.0	
FF-Engineer Ride-out				per 12 hour	100%	\$6.00	
B/C Ride-Out Pay				per 12 hour	100%	\$29.00	
Special Position Pay (Honor instructor, Support, Peer Fitness)					100%	\$1,200.0	

** Annual stipend is based upon semi-annual performance reviews completed by the Fire Chief or designee. Amounts shall be compensated in arrears one half on July 1, 2020 and one half on December 15, 2020.

EXHIBIT B
2020 SALARY ORDINANCE

As amended

EXHIBIT B
2020 SALARY ORDINANCE

Town of Zionsville

SCHEDULE OF HOLIDAYS - 2020

New Year's Day	Wednesday	January 1,2020
Martin Luther King Jr. Day	Monday	January 20, 2020
Presidents' Day	Monday	February 17, 2020
Primary Election Day	Tuesday	June 2, 2020
Memorial Day	Monday	May 25, 2020
Independence Day	Friday	July 3, 2020
Labor Day	Monday	September 7, 2020
Election Day	Tuesday	November 3, 2020
Veteran's Day	Wednesday	November 11, 2020
Thanksgiving	Thursday	November 26, 2020
Day after Thanksgiving	Friday	November 27, 2020
Christmas Eve	Thursday	December 24, 2020
Christmas	Friday	December 25, 2020

In addition to the schedule above, employees shall receive two "floating holidays" which may be taken by the employee at any time during the calendar year (subject to prior approval by their Department head).