

**ORDINANCE NO. 2020-19
OF THE TOWN OF ZIONSVILLE, INDIANA**

**AN ORDINANCE CREATING NEW POSITIONS AND ESTABLISHING THE COMPENSATION TO BE PAID
TO OFFICIALS AND EMPLOYEES OF THE TOWN OF ZIONSVILLE, INDIANA
FOR THE CALENDAR YEAR 2021
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 elected officers; and

WHEREAS, the Department of Finance and Records intends to rename the positions of Chief Deputy Director, DFR Staff Assistant and Court Deputy Director to Deputy Chief Financial Officer, Accounting Specialist and Court and Social Services Administrator, respectively. The Accounting Specialist position is being reassigned to the Department of Finance and Records from the Wastewater Department; and

WHEREAS, the Director of IT position has been eliminated, the IT Department intends to rename the position of Deputy IT Director to IT Manager; and

WHEREAS, Parks and Recreation intends to provide enhanced programming for the benefit of the citizens and visitors of the Town of Zionsville, the position of Director of Recreation is being created. The position expense is reduced by the unfilled position of Administrative Assistant; and

WHEREAS, the Human Resources Department has assumed select administrative duties from Police, Fire and other departments and intends to deliver additional programming and support to the employees of the Town of Zionsville, the additional part-time position of Human Resource Coordinator has been created. The positions of Human Resource Manager and Deputy Director – Payroll have been renamed to Director of Human Resources and Benefits and Payroll Administrator, respectively, to reflect the duties of the positions more accurately; and

WHEREAS, modifications and enhancements to the Planning and Economic Development Department's structure are primarily driven by the need to implement a more forward facing, customer centric service model which is prepared to facilitate both the current and projected workload and to address natural growth of the community and its needs, the department has added the following positions: Permit Technician and Permitting & Inspections Manager. In addition, positions titled Planner II Predevelopment PM has been changed to Planning Manager and position titled Planner II has been changed to Economic Development

Manager to better reflect the duties of the position: and

WHEREAS, in order to maintain and increase the level of service provided to our community, to respond to growth in the recent years and to bring select services in-house instead of using outside vendors, the Public Works Department has added the following positions: Engineer and Sr. Stormwater Technician; and

WHEREAS, the Ordinance Establishing the Compensation to be Paid to Officials and Employees of the Town of Zionsville, Indiana for Calendar Year 2021 shall 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 positions referenced herein and hereby created and renamed, the Schedule of Holidays are hereby set and the following is established as compensation to be paid to the respective officers and employees of the Town for 2021.

Section 1. Wages. Attached hereto as Exhibit A and incorporated herein is the Town of Zionsville Wage Schedule and Salary Administration Guidelines – 2021 setting forth the various positions within each Department and the annual wages for work performed in the calendar year 2021. Full time employees who work only part of 2021 shall be paid a prorated portion of the annual wage based upon work performed. The 2021 Wage Salary is hereby approved and adopted in its entirety.

Section 2. New Employees. All new full-time employees, except New Police Officer Employees as noted in Section 3 below, starting employment with the Town in 2021 shall be paid compensation as a rate to be determined by the Town Council. All employment with the Town is “at will” and subject to employment performance being satisfactory to the Mayor.

Section 3. New Police Officer Employees. The positions of Police Officer First Class and Police Officer Second Class for the Zionsville Police Department, as provided under Indiana law, shall be filled on a probationary basis for one (1) year period at a salary fixed at 90% of the target salary for such position. Each of these new employees shall be subject to the review and recommendation of the Zionsville Police Chief and the Mayor as to conduct and capacity during the probationary period.

Section 4. Part-Time Employees. The hourly wage rate for all part time employees of the Town shall be set by the Department Head and Human Resources up to the maximum hourly rate for such employees set forth in the 2021 Wage Schedule.

Section 5. Professional Services.

a. All professional services for the Zionsville Advisory Plan Commission (“Plan

Commission”), Zionsville Board of Zoning Appeals (“BZA”), Zionsville Parks and Recreation Board, Zionsville Redevelopment Commission, and other organizations under the statutory control of the Town Council shall be paid for their respective services as outlined and listed in each professional’s Contract for Services for the year 2021.

- b. All professional services shall be contracted for and obtained within the 2020 appropriation established by the Town Council.

Section 6. Work Hours and Attendance. For full-time employees, General Hours, Overtime, Compensatory Time Off and Work Hours for Police and Fire shall be outlined in the Zionsville Employee Handbook, as amended, incorporated herein by reference.

Section 7. Holidays. The schedule of holidays and dates celebrated by time off work for pay in 2021 is attached hereto as Exhibit B and incorporated herein.

Section 8. Insurance Benefit. All full-time employees shall be eligible to receive group health, dental and vision insurance, with the Town to pay a portion based upon the insurance option chosen by the employee.

Section 9. Secretary Appointments. The Clerk of the Town Court, Secretary of the Plan Commission and Secretary of the BZA are to be appointed by the body authorized by statute to make such appointments.

Section 10. Deputy Chief Financial Officer. There is herein renamed the position of the Chief Deputy Director to Deputy Chief Financial Officer which shall report to the Chief Financial Officer.

Section 11. IT Manager. There is herein renamed the position of the Deputy IT Director to IT Manager which shall report to the Mayor and Deputy Mayor.

Section 12. Accounting Specialist. There is herein renamed the position of the DFR Staff Assistant to Accounting Specialist which shall report to the Chief Financial Officer CFO.

Section 13. Court and Social Services Administrator. There is herein renamed the position of the Court Deputy Director to Court and Social Services Administrator which shall report to the Chief Financial Officer CFO.

Section 14. Director of Recreation. There is herein created the position of Director of Recreation which shall report to the Superintendent of Parks and Recreation.

Section 15. Director of Human Resources. There is herein renamed the position of the Human Resource Manager to Director of Human Resources which shall report to the Mayor and Deputy Mayor.

Section 16. Human Resources Coordinator. There is herein created the position of Human Resources

Coordinator which shall report to the Director of Human Resources.

Section 17. Benefits and Payroll Administrator. There is herein renamed the position of the Deputy Director – Payroll to Benefits and Payroll Administrator which shall report to the Director of Human Resources.

Section 18. Permitting & Inspections Manager. There is herein created the position of Permitting & Inspections Manager which shall report to the Director of Planning and Economic Development.

Section 19. Permit Technician. There is herein created the position of Permit Technician which shall report to the Director of Planning and Economic Development.

Section 20. Planning Manager. There is herein renamed the position of Planner II Predevelopment PM to Planning Manager which shall report to the Director of Planning and Economic Development.

Section 21. Economic Development Manager. There is herein renamed the position of the Planner II to Economic Development which shall report to the Director of Planning and Economic Development.

Section 22. Senior Stormwater Technician. There is herein created the position of Senior Stormwater Technician which shall report to the Stormwater Supervisor.

Section 23. Engineer. There is herein created the position of Engineer which shall report to the Director of Engineering Supervisor.

Section 24. 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 25. 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 26. 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 27. 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 7th day of December, 2020. A motion to consider on First Reading was sustained by a vote of 7 in favor and 0 opposed, pursuant to Indiana Code § 36-5-2-9.8.





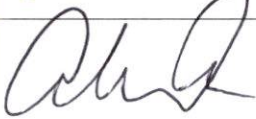

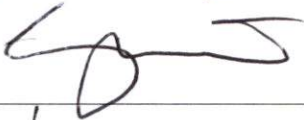

Ordinance No. 2020-19

DULY PASSED AND ADOPTED this 21st day of December, 2020, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of 7 in favor and 0 opposed.

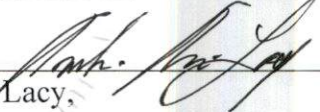
**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,
BOONE COUNTY, INDIANA**


**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 21st day of December 2020, at 2:00 p m.

ATTEST: 
Amelia Anne Lacy,
Municipal Relations Coordinator


Emily Styron, Mayor

MAYOR'S APPROVAL
12/21/2020
DATE

Emily Styron, Mayor

MAYOR'S VETO
DATE

Exhibit A
2021 Salary Ordinance
Town of Zionsville Wage Schedule
and Salary Administration Guidelines

Department	Title	Stipend	2021 Maximum Annual Base Salary
Administration	Mayor		\$130,459.68
	Deputy Mayor		\$108,468.34
	Executive Administrative Assistant		\$57,772.00
Finance and Records	Chief Financial Officer		\$126,048.00
	Deputy Chief Financial Officer		\$70,000.00
	Court and Social Services Administrator		\$54,364.25
	Accounting Specialist		\$50,000.00
	Municipal Relations Coordinator		\$65,158.00
IT	IT Manager		\$73,924.64
	Technology Coordinator		\$68,276.00
Human Resources	Director of Human Resources Benefits and Payroll Administrator		\$84,032.00
	Human Resource Coordinator - Part-time		\$54,949.37
			\$30,000.00
Communications	Public Information Officer		\$63,024.00
Planning and Economic Development	Director of Planning and Economic Development		\$96,295.42
	Manager - Permitting and Inspections		\$70,000.00
	Manager - Planning		\$70,000.00
	Manager - Economic Development		\$70,000.00
	Planner I - Petitions (BZA)		\$59,000.00
	Planner I - Zoning		\$63,955.70
	Planner I - Economic Development		\$63,024.00
	Permit Technician		\$59,590.00
	Building Inspector		\$70,671.96

	Building Inspector - Building and Fog		\$64,314.94
	Senior Inspector		\$72,547.98
	Administrative Assistant		\$55,550.00
Police	Chief of Police		\$107,604.86
	Captain		\$95,483.36
	Lieutenant		\$79,858.66
	Sergeant		\$74,329.67
	Corporal/Detective		\$72,060.59
	Patrolman 1st Class		\$66,110.00
	Patrolman 2nd Class		\$62,829.68
	Exec. Admin. Asst.		\$59,218.32
	Admin. Asst.		\$41,814.00
Fire	Chief of Fire		\$107,604.86
	Deputy Chief		\$95,483.36
	Battalion Chief		\$79,858.66
	Division Chief		\$84,892.28
	Captain		\$74,329.67
	Lieutenant		\$72,060.59
	Engineer		\$67,253.12
	Firefighter III		\$66,110.00
	Firefighter II		\$62,829.68
	Firefighter I		\$58,538.00
	Probationary FF		\$52,685.00
	EMS Manager		\$80,000.00
	Fleet Manager		\$77,655.34
	Fire Inspector		\$57,522.00
	Public Educator		\$57,080.31
	Executive Admin. Asst.		\$55,753.76
	Admin. Asst.		\$50,888.10
	Paramedic Annual Stipend	\$4,000.00	
	Engineer/Lieutenant Rideout Pay (per 12 hour shift)	\$15.00	
	FF/Lieutenant Rideout Pay (per 12 hour shift)	\$22.00	
	FF/Engineer Rideout Pay (per 12 hour shift)	\$6.00	
	Ambulance Rideout Pay (per 12 hour shift)	\$10.00	
	B/C Rideout Pay (per 12 hour shift)	\$20.00	
	CPR Instructor Pay (Per 1 hour)	\$43.00	
	Special Position Maximum Annual Stipend	\$1,200.00	
Department of Public Works	Director of Department of Public Works		\$104,171.58
	Right-of-Way Coordinator		\$59,644.54
	Administrative Assistant		\$56,007.00

Engineering	Engineering Supervisor	\$98,058.25
	Engineer	\$78,446.60
Wastewater	Supervisor of Wastewater	\$85,707.39
	Chief Operator	\$71,508.00
	Plant and Lift Station Manager	\$66,175.20
	Asst. Maint and Lead Operator	\$50,419.20
	Lab Manager	\$58,822.40
	Collection Operator	\$59,884.35
	Plant Operator II	\$55,151.25
	Plant Operator I	\$50,473.82
	Administrative Assistant	\$58,822.40
	Billing Administrator	\$47,268.00
Streets	Supervisor of Streets	\$78,390.83
	Team Lead	\$63,201.52
	Technician II	\$53,172.30
	Technician I	\$48,111.47
Stormwater	Supervisor of Stormwater	\$78,578.00
	Sr Stormwater Tech	\$61,973.60
	Stormwater Tech	\$55,837.85
Facilities	Facilities Manager	\$76,563.05
Parks and Recreation	Superintendent	\$90,900.00
	Director of Maintenance Services	\$64,220.35
	Director of Recreational Services	\$64,220.35
	Park Technician II	\$51,976.63
	Park Technician I	\$44,720.78
	Park Naturalist	\$57,195.33
	Golf Course Manager	\$47,268.00
Court	Judge	\$6,000.00
	Prosecutor	\$220 per session
Council/Boards	Town Council President	\$10,000.00
	Town Council Member	\$5,000.00
	Planning Committee Member	\$480.00
	BZA Member	\$480.00
	Parks Board	\$480.00
	Police Commissioner	\$25 per meeting
All	Part-time Staff (maximum rate)	\$50.00
	<i>Includes professional, project-based, permanent and intermittent</i>	

Exhibit B
2021 Salary Ordinance
Town of Zionsville
Schedule of Holidays 2021

New Year's Day	Friday, January 1, 2021
Martin Luther King Jr. Day	Monday, January 18, 2021
Presidents' Day	Monday, February 15, 2021
Memorial Day	Monday, May 31, 2021
Juneteenth Independence Day	Floating Holiday
Independence Day	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Veteran's Day	Thursday, November 11, 2021
Thanksgiving Day	Thursday, November 25, 2021
Day after Thanksgiving Day	Friday, November 26, 2021
Christmas Eve	Observed Thursday, December 23, 2021
Christmas Day	Observed Friday December 24, 2021

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