

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2018 QUOTA ORDINANCE (ORDINANCE NO. 8980) FOR THE NORTH LITTLE ROCK ADMINISTRATION, FINANCE, PATRICK HAYS SENIOR CITIZENS CENTER AND POLICE DEPARTMENTS; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.

WHEREAS, the City Council is responsible for establishing the number of employees in each department, and on February 12, 2018, adopted Ordinance No. 8980 establishing job classifications and numbers of employees for each department of the City of North Little Rock for 2018 (amended thereafter by Ordinance No. 8992); and

WHEREAS, it has been determined by the City Council that it is necessary from time to time to amend such ordinance to add or delete positions, to correct errors, reorganize departments, reclassify positions, re-title positions, and for other purposes, to increase the efficient operation of the City of North Little Rock; and

WHEREAS, there is a need to add one position to the Administration Department; and

WHEREAS, there is a need to make grade changes to two positions in the Finance Department; and

WHEREAS, there is a need to add one position and delete one position from the Patrick Henry Hays Senior Citizen Department; and

WHEREAS, there is a need to add four part-time positions to the Police Department.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH LITTLE ROCK, ARKANSAS:

Editor's note: Deletions are denoted in "red" by ~~strikethrough~~. Additions are denoted in "blue" by underline.

SECTION 1: That Section 1 of Ordinance No. 8980 is hereby amended as follows:

SECTION 1: That the Administration Department shall consist of nine (9) elected officials and ~~eight (8)~~ nine (9) full time employees as follows:

- Mayor (Elected), NEG - 1
- Alderman (Elected), NEG - 8
- Director of Operations, NEG - 1
- Chief of Staff, NEG - 1
- Chief Information Technology Officer, NEG - 1
- Director of External Affairs, NEG - 1

Director of Special Projects, NEG – 1
Director of Development, NEG - 1
Office Assistant, NEG – 1
Office Assistant III, NEG – 1
Special Assistant to the Mayor, NEG – 1

SECTION 2: That Section 14 of Ordinance 8980 is hereby amended as follows:

SECTION 14: That the Finance Department shall consist of fourteen (14) full-time employees as follows:

Director of Finance and Budget, NEG - 1
Accountant, Senior, F12 NG - 1, grade change
Accounting Clerk III, F05A - 1
Accounting Clerk, Senior, F06A – 5
Assistant Finance Director, NG – 1
Assistant Payroll Specialist, F07A F08 -1, grade change
Auditor/Grants Administrator, NEG – 1
Customer Service Clerk, F05B - 1
Finance Officer (Electric), F12- 1
Payroll Specialist, F10 – 1

SECTION 3: That Section 22 of Ordinance 8980 is hereby amended as follows:

SECTION 22: That the Patrick Henry Hays Senior Citizens Center Department shall consist of eight (8) full-time employees and seven (7) part-time employees as follows:

Director, NEG – 1
Assistant Director/Volunteer Coordinator, NEG – 1
Custodian, P06 – 3
Transportation Coordinator, F06A – ~~2~~ -1=1, delete one position
Office Assistant, F05A - 1, add one position
Rental Coordinator/Administrative Secretary, F06A – 1
Building Attendant – Part-time, HRLY - 4 (only two of which will work week nights at any one time and one will work week end events)
Custodian, Part-time, HRLY – 1
Office Assistant Sr. – Part-time – 1
Weekend Coordinator – Part-time, HRLY – 1

SECTION 4: That Section 23 of Ordinance 8980 is hereby amended as follows:

SECTION 23: That the Police Department shall consist of two hundred forty (240) full-time employees (201 uniformed and 39 non-uniformed) and four (4) part-time employees as follows:

Uniformed:

Chief, NEG – 1
Assistant Chief, NG – 1
Captain, X04 - 4
Lieutenant, X03 –10
Sergeant, X02 - 25
Police Officer, X01 – 160

Non-uniformed:

Administrative Secretary F06A- 2
Automated Systems Assistant, F05 – 1
Community Service Assistant, F05 – 2
Community Service Assistant II, F07 - 7
Helpdesk Specialist, F10 –2
Database Specialist, F10 – 1
Executive Secretary, NG - 1
Fleet Maintenance/Inventory Manager, F05 - 1
Manager of Enterprise Services, NEG – 1
Media Production Specialist, F09A – 1
System Engineer, NG – 1
Office Assistant III, F05 –11
Office Manager, F10 – 1
Payroll Accounting Clerk, NG – 1
Secretary III, F05A – 4
Victim’s Advocate, F08A – 1
Police Athletic League Director, F09A- 1
Cold Case Investigator, Part-time, HRLY - 4

SECTION 5: That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 6: That the provisions of this ordinance are hereby declared to be severable and if any section, phrase or provision shall be declared or held invalid, such invalidity shall not affect the remainder of the sections, phrases or provisions.

SECTION 7: That the City Council has determined that the interests of the City and City employees can best be served by the adoption of this ordinance; THEREFORE, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED:

APPROVED:

Mayor Joe A. Smith

SPONSOR:

Joe A. Smith
Mayor Joe A. Smith

ATTEST:

Diane Whitbey, City Clerk

APPROVED AS TO FORM:

Amy Beckman Fields
Amy Beckman Fields, City Attorney

PREPARED BY THE NLR HUMAN RESOURCES DEPARTMENT/
FORMATTED BY THE OFFICE OF THE CITY ATTORNEY/kh

FILED	<u>11:30</u>	A.M.	_____	P.M.
By	<u>Amy Fields CA</u>			
DATE	<u>6-5-18</u>			
Diane Whitbey, City Clerk and Collector North Little Rock, Arkansas				
RECEIVED BY	<u>[Signature]</u>			