

INTRODUCED: March 6, 2020

AN ORDINANCE No. 2020-082

As Amended

To [~~amend the schedule of classifications and assigned ranges incorporated into section I of the Pay Plan for the purpose of revising the wording of certain classification titles and changing the pay ranges of certain classification titles; to amend section II(B) of the Pay Plan to provide a 2% pay increase for classified and unclassified permanent City employees who are not in the step based pay system for police and fire employees; and to~~] amend sections III(B)(4), III(B)(11), III(B)(12), III(B)(25)(e), III(B)(36), and III(B)(40), of the Pay Plan to (i) suspend police and fire career development, (ii) provide the Commonwealth Attorney’s Office with \$884,474 for salary supplements and \$202,138 for Virginia Retirement System contributions and the Commonwealth Attorney with a \$51,074 salary supplement and a \$10,306 Virginia Retirement System contribution, ~~(iii)~~ (iii) provide the Sheriff’s Office with \$2,236,106 for salary supplements and the Sheriff with a \$41,301.20 supplement, ~~(iii)~~ (iv) to suspend the education incentive for police and fire program until Jun. 30, 2021, ~~(iv) to change the living wage,~~ and (v) to add the new “Driver Pump Operator” classification to the step-based pay system for sworn fire and police officers.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: APR 13 2020 AT 6 P.M.

WHEREAS, the Council of the City of Richmond adopted a pay plan for the City of Richmond, hereinafter the “Pay Plan,” by Ordinance No. 2018-319, adopted January 14, 2019, and now desires to amend such pay plan;

NOW, THEREFORE,

AYES: 5 NOES: 4 ABSTAIN: _____

ADOPTED: MAY 11 2020 REJECTED: _____ STRICKEN: _____

THE CITY OF RICHMOND HEREBY ORDAINS:

~~§ 1. [That the nine page schedule entitled “Classifications and Assigned Ranges” and dated January 5, 2019, as previously amended by Ordinance No. 2019-292, adopted November 12, 2019, incorporated into the Pay Plan by section I of the Pay Plan, be and is hereby amended by excluding the classifications as shown on the ten page schedule entitled “Classifications and Assigned Ranges, Exclude” and dated July 4, 2020, a copy of which schedule is attached to and incorporated into this ordinance, and by including the classifications as shown on the nine page schedule entitled “Classifications and Assigned Ranges, Include” and dated July 4, 2020, a copy of which schedule is attached to and incorporated into this ordinance.~~

~~§ 2. That (i) section III(B)(29) of the Pay Plan shall not apply to the amendments made by section 1 of this ordinance, (ii) no employee whose position this ordinance moves to another classification, pay range, or pay band shall receive a pay increase or decrease due to any adjustment made by this ordinance, and (iii) for purposes of this section, words or phrases defined in section III(A) of the Pay Plan have the meanings set forth in section III(A) of the Pay Plan.~~

~~§ 3. That section II(B) of the Pay Plan be and is hereby amended as follows:~~

~~B. The provisions of this section II(B) apply to the fiscal year commencing July 1, [2019] 2020, and ending June 30, [2020] 2021.~~

~~All employees in classified and unclassified City permanent positions shall have their base rate of pay adjusted to reflect a [three] two percent increase, subject to the following conditions:~~

~~1. Employees not employed continuously in a permanent position on June 30, [2018] 2019, shall not be eligible for a~~

~~base rate of pay adjustment except as indicated in section H(B)(4).~~

~~2. Employees in the classifications of Police Recruit, Police Officer I, Police Officer II, Police Officer III, Police Officer IV, Master Police Officer, Police Sergeant, Police Lieutenant, Police Captain, Fire Recruit, Fire Fighter I, Fire Fighter II, Fire Fighter III, Fire Fighter IV, Master Fire Fighter, Driver Pump Operator, Fire Lieutenant, Fire Captain, Fire Battalion Chief, Staff Battalion Chief, and any other employee in the step based pay system for which Section III(40) provides shall not be eligible for the [three] two percent increase in base rate of pay.~~

~~3. If, as a result of the application of the [three] two percent increase to an employee's base rate of pay for which this section H(B)(1) provides, an employee's base rate of pay would exceed the maximum rate of pay for that employee's classification, (i) that employee's base rate of pay shall be increased only to the maximum rate of pay for that employee's classification, and (ii) that employee shall not be eligible for additional increases to that employee's base rate of pay until the maximum rate of pay for that employee's classification pursuant to section I is adjusted to exceed such employee's base rate of pay.~~

~~4. If, after the application of the two percent increase, an employee's base rate of pay is below an employee's minimum rate of pay for that employee's classification, that employee's base rate of pay shall increase to the minimum of that employee's classification.~~

~~5. The amount of the increase shall be calculated on the employee's base rate of pay as of July [5, 2019] 3, 2020.~~

~~[5. For the avoidance of doubt, constitutional officers and their employees who do not have classifications or titles set forth in the "Classifications and Assigned Ranges," dated January 5, 2019, shall receive the three percent increase if they meet the other requirements of this section II(B).]~~

That section III(B)(4)(b) of the Pay Plan be and is hereby amended as follows:

b. Advancement between classifications in accordance with career development plans implemented pursuant to this section, except for advancement from Police Recruit to Police Officer I and from Fire Recruit to Fire Fighter I, shall be suspended [for the period commencing July 1, 2017, and ending June 30, 2019].

§ [4] 2. That section III(B)(11) of the Pay Plan be and is hereby amended as follows:

11. **Commonwealth Attorney's Office.** The Commonwealth Attorney shall receive a salary supplement of [\$49,586] \$51,074 together with a contribution to the Virginia Retirement System on [his] her behalf of [\$10,006] \$10,306 in Fiscal Year [2019-2020] 2020-2021. The

Commonwealth Attorney's Office shall receive [~~\$828,229~~] \$884,474 to be used as salary supplements together with [~~\$194,229~~] \$202,138 to be used for a contribution to the Virginia Retirement System in Fiscal Year [~~2019-2020~~] 2020-2021 for members of the office. The proper administration of salary supplements is the responsibility of the constitutional officer.

§ [~~5~~] 3. That section III(B)(12) of the Pay Plan be and is hereby amended as follows:

12. **Sheriff's Office.** The Sheriff's Office shall receive in Fiscal Year [~~2019-2020~~] 2020-2021 an amount [~~40.68~~] 13.62 percent greater than the amount approved by the Compensation Board for the Sheriff's deputies to be used as salary supplements for members of the office, excluding the Sheriff, for which the City is reimbursed for 100 percent of salary costs approved by the Compensation Board. The Sheriff's Office shall receive an amount not to exceed [~~\$1,685,683~~] \$2,236,106 in Fiscal Year [~~2019-2020~~] 2020-2021 to be used as salary supplements for members of the office, excluding the Sheriff. From such allocation, the Sheriff's Office may, in Fiscal Year [~~2019-2020~~] 2020-2021, provide salary supplements for positions that the City is not reimbursed for [~~400%~~] 100 percent of approved Compensation Board salaries, excluding the Sheriff. No salary supplements to any positions shall be paid unless authorized by the City's Director of Budget and Strategic Planning. Any salary supplement paid directly to the Sheriff from either of these amounts shall only be for the specific amount authorized by this section. The Sheriff shall receive a salary supplement of [~~\$27,154~~] \$41,301.20 in Fiscal Year [~~2019-2020~~] 2020-2021. The proper

administration of salary supplements is the responsibility of the constitutional officer.

§ ~~6~~ 4. That section III(B)(25)(e) of the Pay Plan be and is hereby amended as follows:

- e. No new applications for educational incentives or increases in educational incentives in accordance with this section shall be accepted between July 1, 2010, and ~~ending~~ July 1, ~~2020~~ 2021.

~~§ 7. That section III(B)(36) of the Pay Plan be and is hereby amended as follows:~~

~~36. **Living Wage.**~~

~~Any employee in a position (other than Summer Youth Program, Special Event Worker, Intern, or other special employment program participants as determined by the Director of Human Resources) working either full-time or part-time shall have an hourly rate of pay at least ~~[\$12.07] \$12.60.~~~~

~~§ 8~~ 5. That section III(B)(40) of the Pay Plan be and is hereby amended as follows:

40. **Step-Based Pay System for Sworn Fire Fighters and Police Officers.**

- a. The following sworn fire and police classifications shall be part of a step based pay system as shown in Table 1, dated ~~March 6, 2019~~ July 4, 2020 (a copy of which is attached hereto and incorporated herein):

<i>Positions</i>	<i>Range</i>
Fire Recruit	1
Police Recruit	1
Fire Fighter I	2
Police Officer I	2

Fire Fighter II	3
Police Officer II	3
Fire Fighter III	4
Police Officer III	4
Fire Fighter IV	5
Police Officer IV	5
Master Fire Fighter	6
Master Police Officer	6
<u>Driver Pump Operator</u>	<u>7</u>
Fire Lieutenant	8
Police Sergeant	8
Fire Captain	10
Police Lieutenant	10
Fire Battalion Chief	12
Staff Battalion Chief	12
Police Captain	12

- b. Sworn fire and police personnel shall be eligible to move to their appropriate step on July 1, 2006, and thereafter shall be eligible to move in accordance with this ordinance at the beginning of the first full pay period in July of each calendar year thereafter. The initial placement and future movement of sworn fire and police personnel in the classifications of Fire Fighter I, Fire Fighter II, Fire Fighter III, Fire Fighter IV, Master Fire Fighter, Police Officer I, Police

Officer II, Police Officer III, Police Officer IV and Master Police Officer will be based on full years of sworn service after the completion of the Fire Academy or the Police Academy (as outlined in Table 2, dated [~~March 6, 2019~~] July 4, 2020, a copy of which is attached hereto and incorporated herein) or the step closest to but above their current salary, whichever is greater.

For purposes of this plan, sworn service time will begin upon graduation from the Fire Academy or the Police Academy less any break in service (except military or other leave as required by law), and step movement shall be based upon years of service as of June 30 of each year (e.g., an officer with 9 months of service as of June 30 will be considered to have 0 years of service) (Refer to Table 2).

The initial placement of sworn fire and police personnel in the classifications of Driver Pump Operator, Fire Lieutenant, Fire Captain, Fire Battalion Chief, Staff Battalion Chief, Police Sergeant, Police Lieutenant and Police Captain shall be based upon service time in their current classification or the step closest to but above their current salary, whichever is greater, as outlined in Table 2. Future movement shall be based on the implementation schedule set forth in Table 3, dated [~~March 6, 2019~~] July 4, 2020 (a copy of which is attached hereto and incorporated herein).

In order to relieve salary compression and with the concurrence of the Director of Human Resources, the Chief of Fire and Emergency

Services or the Chief of Police may place sworn personnel at a higher step.

- c. Movement through the steps for Fire Recruits, Police Recruits and all levels of Fire Fighters and Police Officers hired after July 1, 2006 shall be based on the schedule in Table 4 dated [~~March 6, 2019~~] July 4, 2020 (a copy of which is attached hereto and incorporated herein).

§ [~~5~~] 6. This ordinance shall be in force and effect on July 1, 2020, effective beginning with the pay period commencing on July 4, 2020.

Table 1 (Effective July 4, 2020)

	Title	Steps																				
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	Recruit	43,000	44,000	45,000	46,000	47,000	48,000	49,000	50,000	51,000	52,000											
	Hourly 40 hour	20.67308	21.15385	21.63462	22.11538	22.59615	23.07692	23.55769	24.03846	24.51923	25											
	Hourly Fire Shift	14.76648	15.10989	15.4533	15.7967	16.14011	16.48352	16.82692	17.17033	17.51374	17.85714											
2	Pol Off/FF I	44,000	45,050	46,100	47,150	48,200	49,250	50,300	51,350	52,400	53,450	54,500	55,550	56,600	57,650	58,700	59,750	66,289	74,244			
	Hourly 40 hour	21.15385	21.65865	22.16346	22.66827	23.17308	23.67788	24.18269	24.6875	25.19231	25.69712	26.20192	26.70673	27.21154	27.71635	28.22115	28.72596	31.86971	35.69423			
	Hourly Fire Shift	15.10989	15.47047	15.83104	16.19162	16.5522	16.91277	17.27335	17.63393	17.99451	18.35508	18.71566	19.07624	19.43681	19.79739	20.15797	20.51854	22.76408	25.49588			
3	Pol Off/FF II	45,000	46,100	47,200	48,300	49,400	50,500	51,600	52,700	53,800	54,900	56,000	57,100	58,200	59,300	60,400	61,500	67,615	75,729			
	Hourly 40 hour	21.63462	22.16346	22.69231	23.22115	23.75	24.27885	24.80769	25.33654	25.86538	26.39423	26.92308	27.45192	27.98077	28.50962	29.03846	29.56731	32.50721	36.40817			
	Hourly Fire Shift	15.4533	15.83104	16.20879	16.58654	16.96429	17.34203	17.71978	18.09753	18.47527	18.85302	19.23077	19.60852	19.98626	20.36401	20.74176	21.11951	23.21944	26.00584			
4	Pol Off/FF III	46,000	47,150	48,300	49,450	50,600	51,750	52,900	54,050	55,200	56,350	57,500	58,650	59,800	60,950	62,100	63,250	69,304	77,620			
	Hourly 40 hour	22.11538	22.66827	23.22115	23.77404	24.32692	24.87981	25.43269	25.98558	26.53846	27.09135	27.64423	28.19712	28.75	29.30288	29.85577	30.40865	33.31923	37.31731			
	Hourly Fire Shift	15.7967	16.19162	16.58654	16.98146	17.37637	17.77129	18.16621	18.56113	18.95604	19.35096	19.74588	20.1408	20.53571	20.93063	21.32555	21.72047	23.79945	26.65522			
5	Pol Off/FF IV	47,000	48,200	49,400	50,600	51,800	53,000	54,200	55,400	56,600	57,800	59,000	60,200	61,400	62,600	63,800	65,000	71,038	79,563			
	Hourly 40 hour	22.59615	23.17308	23.75	24.32692	24.90385	25.48077	26.05769	26.63462	27.21154	27.78846	28.36538	28.94231	29.51923	30.09615	30.67308	31.25	34.15288	38.25144			
	Hourly Fire Shift	16.14011	16.5522	16.96429	17.37637	17.78846	18.20055	18.61264	19.02473	19.43681	19.8489	20.26099	20.67308	21.08516	21.49725	21.90934	22.32143	24.39492	27.32246			
6	MasterPol Off/FF	48,000	49,250	50,500	51,750	53,000	54,250	55,500	56,750	58,000	59,250	60,500	61,750	63,000	64,250	65,500	66,750	73,309	82,106			
	Hourly 40 hour	23.07692	23.67788	24.27885	24.87981	25.48077	26.08173	26.68269	27.28365	27.88462	28.48558	29.08654	29.6875	30.28846	30.88942	31.49038	32.09135	35.24471	39.47404			
	Hourly Fire Shift	16.48352	16.91277	17.34203	17.77129	18.20055	18.62981	19.05907	19.48832	19.91758	20.34684	20.7761	21.20536	21.63462	22.06387	22.49313	22.92239	25.17479	28.19574			
7	Driver Pump Oper	49,000	50,800	52,600	54,400	56,200	58,000	59,800	61,600	63,400	65,200	67,000	68,800	70,600	72,400	74,200	76,000	77,800	79,600	81,400	83,200	84,320
	Hourly 40 hour	23.55769	24.42308	25.28846	26.15385	27.01923	27.88462	28.75	29.61538	30.48077	31.34615	32.21154	33.07692	33.94231	34.80769	35.67308	36.53846	37.40385	38.26923	39.13462	40	40.53846
	Hourly Fire Shift	16.82692	17.44505	18.06319	18.68132	19.29945	19.91758	20.53571	21.15385	21.77198	22.39011	23.00824	23.62637	24.24451	24.86264	25.48077	26.0989	26.71703	27.33516	27.9533	28.57143	28.95604
8	Police Sgt/Fire Lt	58,500	60,400	62,300	64,200	66,100	68,000	69,900	71,800	73,700	75,600	77,500	79,400	81,300	83,200	85,100	87,000	88,900	90,800	92,828	95,242	97,718
	Hourly 40 hour	28.125	29.03846	29.95192	30.86538	31.77885	32.69231	33.60577	34.51923	35.43269	36.34615	37.25962	38.17308	39.08654	40	40.91346	41.82692	42.74038	43.65385	44.62885	45.78942	46.97981
	Hourly Fire Shift	20.08929	20.74176	21.39423	22.0467	22.69918	23.35165	24.00412	24.65659	25.30907	25.96154	26.61401	27.26648	27.91896	28.57143	29.2239	29.87637	30.52885	31.18132	31.87775	32.70673	33.55701
10	Police Lt/Fire Capt	66,100	68,300	70,500	72,700	74,900	77,100	79,300	81,500	83,700	85,900	88,100	90,300	92,500	94,700	96,900	99,100	101,300	103,500	105,700	107,900	110,462
	Hourly 40 hour	31.77885	32.83654	33.89423	34.95192	36.00962	37.06731	38.125	39.18269	40.24038	41.29808	42.35577	43.41346	44.47115	45.52885	46.58654	47.64423	48.70192	49.75962	50.81731	51.875	53.10673
	Hourly Fire Shift	22.69918	23.45467	24.21016	24.96566	25.72115	26.47665	27.23214	27.98764	28.74313	29.49863	30.25412	31.00962	31.76511	32.5206	33.2761	34.03159	34.78709	35.54258	36.29808	37.05357	37.93338
12	Pol Cap/Fire & Stf BC	75,500	77,900	80,300	82,700	85,100	87,500	89,900	92,300	94,700	97,100	99,500	101,900	104,300	106,700	109,100	111,500	113,900	116,300	118,700	121,100	123,500
	Hourly 40 hour	36.29808	37.45192	38.60577	39.75962	40.91346	42.06731	43.22115	44.375	45.52885	46.68269	47.83654	48.99038	50.14423	51.29808	52.45192	53.60577	54.75962	55.91346	57.06731	58.22115	59.375
	Hourly Fire Shift	25.9272	26.75137	27.57555	28.39973	29.2239	30.04808	30.87225	31.69643	32.5206	33.34478	34.16896	34.99313	35.81731	36.64148	37.46566	38.28984	39.11401	39.93819	40.76236	41.58654	42.41071

Table 2
Implementation Schedule for Sworn Police and Fire in PF Ranges 1 Through 6

Service Year as of 6/30/06	Implementation Year														
	FY2007	FY2008	FY2009	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
	Recruit	1	2	3	3	4	5	11	11	13	14	15	16	16	16
0	1	2	3	4	4	5	6	11	11	14	15	16	16	16	16
1	2	3	4	5	5	6	7	11	11	15	16	16	16	16	17
2	3	4	5	6	6	7	8	11	11	16	16	16	16	16	17
3	4	5	6	7	7	8	9	11	12	16	16	16	16	17	17
4	5	6	7	8	8	9	10	12	12	16	16	16	17	17	17
5	5	6	7	8	8	9	10	12	12	16	16	17	17	17	17
6	5	6	7	8	8	9	10	12	12	16	17	17	17	17	18
7	6	7	8	9	9	10	11	12	12	17	17	17	17	17	18
8	7	8	9	10	10	11	11	12	13	17	17	17	17	18	18
9	8	9	10	11	11	11	11	13	13	17	17	17	18	18	18
10	9	10	11	12	12	12	12	13	13	17	17	18	18	18	18
11	9	10	11	12	12	12	12	13	13	17	18	18	18	18	18
12	9	10	11	12	12	12	12	13	13	18	18	18	18	18	18
13	9	10	11	12	12	12	12	13	14	18	18	18	18	18	18
14	9	10	11	12	12	12	12	14	14	18	18	18	18	18	18
15	10	11	12	13	13	13	13	14	14	18	18	18	18	18	18
16	10	11	12	13	13	13	13	14	14	18	18	18	18	18	18
17	10	11	12	13	13	13	13	14	14	18	18	18	18	18	18
18	10	11	12	13	13	13	13	14	14	18	18	18	18	18	18
19	10	11	12	13	13	13	13	14	14	18	18	18	18	18	18
20	11	12	13	14	14	14	14	14	14	18	18	18	18	18	18
21	11	12	13	14	14	14	14	14	14	18	18	18	18	18	18
22	11	12	13	14	14	14	14	14	14	18	18	18	18	18	18
23	11	12	13	14	14	14	14	14	14	18	18	18	18	18	18
24	11	12	13	14	14	14	14	14	14	18	18	18	18	18	18
25	11	12	13	14	14	14	14	14	14	18	18	18	18	18	18

**Table 3
Implementation Schedule for Sworn Police and Fire
in PF Ranges 7 Through 12**

Minimum Years of Service in step & class	Step
<p align="center">Advancement Available Each Year and Effective the First Full Pay Period in July, Pending Funding and Satisfactory Performance</p>	1
	2
	3
	4
	5
	6
	7
	8
	9
	10
	11
	12
	13
	14
	15
	16
	17
	18
	19
	20
Final	21

Table 4
Implementation Schedule for Sworn Police and Fire
in PF Ranges 1 Through 6

Minimum Years of Service in Step	Step
1	1
1	2
1	3
1	4
1	5
1	6
1	7
1	8
1	9
1	10
1	11
1	12
1	13
1	14
1	15
5	16
5	17
Final	18

Advancements are effective the first full pay period in July, pending approved funding and satisfactory performance