

AN ORDINANCE BY COUNCILMEMBER CAESAR C. MITCHELL
AS SUBSTITUTED BY PUBLIC SAFETY & LEGAL ADMINISTRATION COMMITTEE

03-O-1834

AN ORDINANCE TO AMEND ARTICLE "V",
CLASSIFICATION PLAN, SECTION 114-477, OF THE CODE
OF ORDINANCES, CITY OF ATLANTA, GEORGIA, SO AS TO
ABOLISH VACANT POSITIONS, ABOLISH FILLED
POSITIONS, CREATE POSITIONS AND CLASSIFICATIONS;
AND FOR OTHER PURPOSES.

SECTION 1: EFFECTIVE DATE OF ACTIONS: That the effective date for actions contained within this ordinance shall be January 1, 2003, unless otherwise provided for herein.

SECTION 2: FILLED POSITION ABOLISHMENTS: That notwithstanding the effective date provided above, the following positions shall be hereby abolished upon vacancy by the incumbent.

SECTION 3: MUNICIPAL COURT

VACANT POSITION ABOLISHMENT: That the following vacant positions shall be hereby abolished in the indicated Department and Bureau/Office:

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
1A01 511001 S11001	18040 18041 18042 18043 21834	5	Cashier (D)	121017	7	\$22,149- \$30,270
1A01 511001 S11001	18351	1	Data Entry Clerk (D)	111004	7	\$22,149- \$30,270
1A01 511001 S11001	18354	1	Office Assistant	112001	7	\$22,149- \$30,270
1A01 511001 S11001	06535 06551 06554 06555 09691 09693 18023 18024 18031 18038 18039 18355 21826	13	Bailiff	413155	9	\$24,871- \$34,159
1A01 511001 S11001	16571 18362	2	Court Calendar Clerk	112013	9	\$24,871- \$34,159
1A01 511001 S11001	21829	1	Court Clerk	112010	9	\$24,871- \$34,159
1A01 511001 S11001	16569	1	Court Clerk, Senior	112011	10	\$26,231- \$36,102



SECTION 3: MUNICIPAL COURT

VACANT POSITION ABOLISHMENT (CONTINUED)

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
1A01 511001 S11001	6532 21823	2	Secretary, Legal	114004	10	\$26,231- \$36,102
1A01 511001 S11001	18517 21832	2	Probation Officer (D)	711010	11	\$27,593- \$38,046
1A01 511001 S11001	18349	1	Court Cash Collection Supervisor	311077	15	\$31,635- \$44,422
1A01 511001 S11001	6528	1	Law Clerk	315013	19	\$37,079- \$52,199
1A01 511001 S11001	6531	1	Clerk Of Municipal Court, Assistant Deputy	315035	21	\$39,800- \$56,086
1A01 511004 S11001	6557 6558 6559 17238 19420	5	Judge, Pro Hac	315033	35	\$58,852- \$83,303

FILLED POSITION ABOLISHMENT: That the following filled positions shall be hereby abolished in the indicated Department and Bureau/Office:

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
Judicial						
1A01 511001 S11001	6560 6561 14514 20544	4	Judge, Pro Hac	315033	35	\$58,852- \$83,303
Administration						
1A01 511001 S11001	6538	1	Courier	222001	7	\$22,149- \$30,270
1A01 511001 S11001	18047	1	Court Clerk, Senior	112011	10	\$26,231- \$36,102
1A01 511001 S11001	18356	1	Administrative Assistant, Senior	314008	13	\$30,314- \$41,935
1A01 511001 S11001	6553	1	Clerk of Municipal Court, Deputy	315027	27	\$47,966- \$67,751
1A01 511001 S11001	10023	1	Clerk of Municipal Court	315030	35	\$58,852- \$83,303
Probation						
1A01 511001 S11001	21827	1	Community Affairs Analyst	312101	21	\$39,800- \$56,086



SECTION 3: MUNICIPAL COURT (CONTINUED)

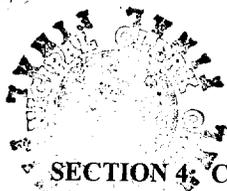
POSITION CREATIONS UNCLASSIFIED: That the following positions are hereby created in the Unclassified Service in the Department and Bureau/Office indicated:

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
1A01 511001	53390	2	Data Entry Clerk	111004	7	\$22,149 -
S11001	53391					\$30,270

SECTION 4: CITY COURT

VACANT POSITION ABOLISHMENT: That the following vacant positions shall be hereby abolished in the indicated Department and Bureau/Office:

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
Network Support						
1B05 511001	21861	1	Information Technology Analyst	531006	17	\$34,357-
S21001						\$48,311
1B05 511001	21860	1	Information Technology Engineer	531014	23	\$42,522-
S21001						\$59,975
1B05 511001	24269	1	Information Technology Manager	531019	27	\$47,966-
S21001						\$67,751
Court Operations						
1B05 511001	6578	1	Office Assistant(D)	112001	7	\$22,149-
S21001						\$30,270
1B05 511001	6568	2	Office Assistant, Senior (D)	112003	7	\$22,149-
S21001	6591					\$30,270
1B05 511001	6622	1	Cash Collection Technician	311075	9	\$24,871-
S21001						\$34,159
1B05 511001	6565	1	Court Clerk	112010	9	\$24,871-
S21001						\$34,159
1B05 511001	18391	1	Secretary, Legal	114004	10	\$26,231-
S21001						\$36,102
1B05 511001	18392	1	Administrative Analyst	314006	17	\$34,357-
S21001						\$48,311
1B05 511001	19324	3	Law Clerk	315013	19	\$37,079-
S21001	21865					\$52,199
	21866					
1B05 511001	6588	2	City Court, Assistant Director	315037	21	\$39,800-
S21001	20555					\$56,086
1B05 511001	20032	1	City Court Traffic Operations, Deputy Director	315050	27	\$47,966-
S21001						\$67,751



SECTION 4: CITY COURT

VACANT POSITION ABOLISHMENT (CONTINUED)

ACCOUNT NUMBER	POS. NO.	NO. POS.	CLASSIFICATION TITLE	CLASS CODE	PAY GRADE	ANNUAL SALARY
Court Operations (continued)						
1B05 511004 S21001	6639 6641 6643 6644 18728 18729 18730	7	Judge, Pro Hac	315033	35	\$58,852- \$83,303
1B05 511001 S21001	45314	1	City Court Administrator, Deputy	315068	39	\$64,296- \$91,080
24 Hour Information Center						
1B05 511001 S21001	21943 21944 21945 21947	4	Warrant Services Officer	315021	13	\$30,314- \$41,935

FILLED POSITION ABOLISHMENT: That the following filled positions shall be hereby abolished in the indicated Department and Bureau/Office:

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
Judicial Staff						
1B05 511001 S21001	22000 23706	2	Judge, Pro Hac, Senior -- City Court	315059	CJ-3	\$126,221
1B05 511001 S21001	19317 6586	2	Court Clerk	112010	9	\$24,871- \$34,159
1B05 511001 S21001	18521 6567 6611 18522	4	Court Clerk, Senior	112011	10	\$26,231- \$36,102
1B05 511001 S21001	6594 18373	2	Administrative Assistant	314002	11	\$27,593- \$38,046
1B05 511001 S21001	6593 6607 6608 18520 20031 21113	6	Administrative Assistant, Senior	314008	13	\$30,314- \$41,935
1B05 511001 S21001	20559	1	Investigator	315024	14	\$30,275 - \$42,479
	6573	1	Court Cash Collection Supervisor	311077	15	\$31,635- \$44,422
1B05 511001 S21001	20560	1	Investigator, Senior	315039	17	\$34,357- \$48,311



SECTION 4: CITY COURT

FILLED POSITION ABOLISHMENT (CONTINUED)

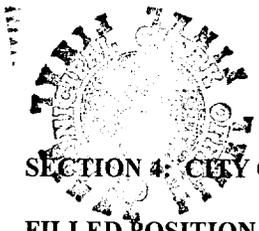
<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
1B05 511001 S21001	19316	1	Jury Services Coordinator	315047	17	\$34,357- \$48,311
1B05 511001 S21001	6632 6633 6634 6635 6636 6637 6638 6642 6691 12073 12074 18732	12	Judge, Pro Hac	315033	35	\$58,852- \$83,303
Administration						
1B05 511001 S21001	45316	1	City Court Administrator	315069	43	\$69,739- \$108,966
Substance Abuse						
1B05 511001 S21001	6566	1	Court Clerk	112010	9	\$24,871- \$34,159
1B05 511001 S21001	21946	1	Warrant Services Officer	315021	13	\$30,314- \$41,935
Warrant Services						
1B05 511001 S21001	21949	1	Warrant Services Supervisor	315022	15	\$31,635- \$44,422
Bond Office						
1B05 511001 S21001	6617	1	Office Assistant(D)	112001	7	\$22,149- \$30,270
1B05 511001 S21001	6589	1	Cash Collection Technician, Senior	311069	11	\$27,593- \$38,046
1B05 511001 S21001	6590	1	Office Supervisor (D)	122010	12	\$28,953- \$39,990
1B05 511001 S21001	20558	1	Administrative Analyst	314006	17	\$34,357- \$48,311
Pretrial						
1B05 511001 S21001	21948	1	Warrant Services Officer	315021	13	\$30,314- \$41,935



SECTION 4: CITY COURT

FILLED POSITION ABOLISHMENT (CONTINUED)

Call Center						
1B05 511001	6612	1	Court Administrative Supervisor	314027	12	\$28,953-
S21001						\$39,990
1B05 511001	19318	1	Court Cash Collection	311077	15	\$31,635-
S21001			Supervisor			\$44,422
Computer Equipment Room						
1B05 511001	20564	2	Tax & Revenue Analyst, Senior	311081	21	\$39,800-
S21001	20566					\$56,086
Court PC/Training						
1B05 511001	20565	1	Tax & Revenue Analyst, Senior	311081	21	\$39,800-
S21001						\$56,086
Data Entry/Contempt						
1B05 511001	9699	1	Office Assistant(D)	112001	7	\$22,149-
S21001						\$30,270
1B05 511001	19320	1	Computer Data Technician	111012	9	\$24,871-
S21001						\$34,159
1B05 511001	6585	2	Administrative Assistant	314002	11	\$27,593-
S21001	20550					\$38,046
FTA Files						
1B05 511001	24273	1	Customer Service	121019	7	\$22,149-
S21001			Representative (D)			\$30,270
1B05 511001	6600	1	Administrative Assistant	314002	11	\$27,593-
S21001						\$38,046
Scanning						
1B05 511001	20552	1	Administrative Assistant,	314008	13	\$30,314-
S21001			Senior			\$41,935
Archives						
1B05 511001	6603	2	Office Assistant, Senior (D)	112003	7	\$22,149-
S21001	20561					\$30,270
Office of the Clerk						
1B05 511001	6616	1	Office Assistant, Senior (D)	112003	7	\$22,149-
S21001						\$30,270
1B05 511001	20554	1	Administrative Assistant,	314008	13	\$30,314-
S21001			Senior			\$41,935
Appeals						
1B05 511001	20553	1	Administrative Assistant,	314008	13	\$30,314-
S21001			Senior			\$41,935



SECTION 4: CITY COURT

FILLED POSITION ABOLISHMENT (CONTINUED)

Finance/Cash Management Accounting

1B05 511001	6569	2	Court Administrative Supervisor	314027	12	\$28,953-
S21001	17873					\$39,990
1B05 511001	20551	1	Administrative Assistant,	314008	13	\$30,314-
S21001			Senior			\$41,935

Customer Service

1B05 511001	6624	1	Records Analyst	314021	14	\$30,275 -
S21001						\$42,479

Law Clerk

1B05 511001	20028	1	Law Clerk	315013	19	\$37,079-
S21001						\$52,199

Victim Witness

1B05 511001	9875	1	City Court, Assistant Director	315037	21	\$39,800-
S21001						\$56,086

POSITION CREATIONS UNCLASSIFIED: That the following positions are hereby created in the Unclassified Service in the Department and Bureau/Office indicated:

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
Judicial Staff						
1B05 511001	37669	9	Case Manager	315072	10	\$26,231-
S21001	37670					
	37671					
	37672					
	37673					
	37674					
	37675					
	37676					
	37677					
Court Information						
1B05 511001	37678	7	Judicial Assistant	315073	13	\$30,314-
S21001	37679					
	37680					
	37681					
	37682					
	37683					
	37684					
1B05 511001	53397	1	Communications Specialist,	318021	16	\$32,997 -
S21001			Senior			\$46,366

Information Technology



1B05 511001
S21001

37685
37686

2

Information Technology Analyst

531006

17

\$34,357-
\$48,311

Finance/Cash Management

1B05 511001
S21001

53395
53396

2

Cash Collection Technician

311075

9

\$24,871-
\$34,159



SECTION 5: COMBINED COURT

POSITION CREATIONS UNCLASSIFIED: That the following positions are hereby created in the Unclassified Service in the Department and Bureau/Office indicated:

Administration

1B05 511001	53393	2	Court Administrator, Deputy	315071	41	\$67,018 -
S21001	53394					104,673
1B05 511001	53392	1	Court Administrator	315070	46	\$73,821 -
S21001						\$115,406

CLASSIFICATION CREATIONS: That the following positions are hereby created in the Unclassified Service in the Department and Bureau/Office indicated

<u>ACCOUNT NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
1B05 511001 S21001	Case Manager	*****	10	\$26,231- \$36,102
1B05 511001 S21001	Judicial Assistant	*****	13	\$30,314- \$41,935
1B05 511001 S21001	Court Administrator, Deputy	315071	41	\$67,018 - 104,673
1B05 511001 S21001	Court Administrator	315070	46	\$73,821 - \$115,406

ABOVE ENTRY HIRING AUTHORIZATION: That authorization is granted to fill the positions contained herein up to the maximum step of the salary grade.

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>SALARY STEP</u>	<u>ANNUAL SALARY</u>
1B05 511001 S21001	53393 53394	2	Court Administrator, Deputy	315071	41	10 8	\$67,018 - 104,673
1B05 511001 S21001	53392	1	Court Administrator	315070	46	10 8	\$73,821 - \$115,406

SECTION 6: PRETRIAL SERVICES

VACANT POSITION ABOLISHMENT: That the following vacant positions shall be hereby abolished in the indicated Department and Bureau/Office:

<u>ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
1A01 511001 S14001	19308 21842 22192	3	Pretrial Services Officer	315017	11	\$27,593- \$38,046
1A01 511001 S14001	21836 21837	2	Research Technician	314038	11	\$27,593- \$38,046

SECTION 7: That all ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

A true copy,

Deputy Clerk

ADOPTED as amended by the Council
APPROVED by the Mayor

NOV 17, 2003
NOV 24, 2003

RCS# 5167
11/17/03
6:12 PM

Atlanta City Council

Regular Session

03-O-1834

AMEND 114-477 ABOLISH VACANT & FILLED
POSITIONS, CREATE POSITIONS AND CLASSES
ADOPT SUB AMEND

YEAS: 11
NAYS: 4
ABSTENTIONS: 0
NOT VOTING: 1
EXCUSED: 0
ABSENT 0

Y Smith	N Archibong	N Moore	Y Mitchell
Y Starnes	Y Fauver	N Martin	Y Norwood
Y Young	Y Shook	Y Maddox	Y Willis
Y Winslow	Y Muller	N Boazman	NV Woolard

03-O-1834

03-0-1834

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AN ORDINANCE BY 

AN ORDINANCE TO AMEND ARTICLE "V", CLASSIFICATION PLAN, SECTION 114-477, OF THE CODE OF ORDINANCES, CITY OF ATLANTA, GEORGIA, SO AS TO ABOLISH VACANT POSITIONS, ABOLISH FILLED POSITIONS, CREATE POSITIONS AND CLASSIFICATIONS; AND FOR OTHER PURPOSES.

ADOPTED BY

NOV 17 2003

COUNCIL

SUBSTITUTE AS AMENDED

- CONSENT REFER
- REGULAR REPORT REFER
- ADVERTISE & REFER
- 1st ADOPT 2nd READ & REFER
- PERSONAL PAPER REFER

Date Referred 10/20/03

Referred To: Public Safety & Legal Admin

Date Referred

Referred To:

Date Referred

Referred To:

First Reading

Committee _____
Date _____
Chair _____
Referred to _____

Committee

Date 10-29-03

Chair

Action:

Fav, Adv, Hold (see rev. side)

Other:

Members

Refer To

Committee

Date 11-12-03

Chair

Action:

Fav, Adv, Hold (see rev. side)

Other:

Members

Refer To

FINAL COUNCIL ACTION

2nd 1st & 2nd 3rd

Readings

Consent V Vote RC Vote

CERTIFIED

CERTIFIED
NOV 17 2003

ATLANTA CITY COUNCIL PRESIDENT

Carlton W. Keith

CERTIFIED
NOV 17 2003

Rhonda Doughton Johnson
MUNICIPAL CLERK

APPROVED

NOV 24 2003

Andy Frank
MAYOR