



**AN ORDINANCE BY C. T. MARTIN  
AS SUBSTITUTED BY FINANCE/EXECUTIVE COMMITTEE**

**03-O-0114**

**AN ORDINANCE TO AMEND ARTICLE "V", CLASSIFICATION PLAN, SECTION 114-477, OF THE CODE OF ORDINANCES, CITY OF ATLANTA, GEORGIA, SO AS TO CREATE AND ABOLISH CLASSIFICATIONS AND POSITIONS; TRANSFER POSITIONS; AND PROVIDE ABOVE ENTRY AUTHORIZATION FOR TRAFFIC COURT AND OTHER CITY DEPARTMENTS; AND FOR OTHER PURPOSES.**

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS** that Section 114-477, of the Code of Ordinances, City of Atlanta, Georgia, be and the same is hereby amended as follows:

**SECTION 1: EFFECTIVE DATE OF ACTIONS:** That the effective date for actions contained within this ordinance shall be upon adoption by the council and approval by the mayor.

**SECTION 2: FILLED POSITION ABOLISHMENTS:** That notwithstanding the effective date provided above, filled positions being abolished herein shall be effective upon vacancy of the incumbent in the indicated Department and Bureau/Office.

**SECTION 3: CLASSIFICATION ABOLISHMENT:** That the classification Plan of the City of Atlanta is hereby amended by abolishing the following classifications as indicated.

<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
<b>DEPARTMENT OF JUDICIAL AGENCIES</b>			
<u>Traffic Court</u>			
Director of Violations Bureau, City Court	315052	35	\$58,852- \$83,303
Director of City Court	315036	35	\$58,852- \$83,303



**SECTION 4: POSITION ABOLISHMENTS:** That the following positions be and the same are 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>
<b>DEPARTMENT OF JUDICIAL AGENCIES</b>						
<u>Traffic Court</u>						
1B05 511001 S21001	20034	1	Director of Violations Bureau, City Court	315052	35	\$58,852- \$83,303
1B05 511001 S21001	06619	1	Director of City Court	315036	35	\$58,852- \$83,303
1B05 511001 S21001	18531	1	Clerk of City Court	315028	24	\$43,884- \$61,919
1B05 511001 S21001	19319	1	Court Reporter	315045	15	\$31,635- \$44,422
1B05 511001 S21001	18523	1	Bilingual Interpreter	122008	7	\$22,149- \$30,270
<b>DEPARTMENT OF POLICE</b>						
1A01 511001 X50001	03125	1	Secretary, Senior (D)	114001	9	\$24,871- \$34,159
1A01 511001 X50001	18252	1	Vehicle for Hire Inspector (D)	413113	9	\$24,871- \$34,159
1A01 511001 X50001	03124	1	Secretary (D)	114006	7	\$22,149- \$30,270
1A01 511001 X12001	03051	1	Word Processor, Senior	111003	7	\$22,149- \$30,270

**POSITION ABOLISHMENTS (CONT'D)**

**DEPARTMENT OF PROCUREMENT**

1A01 511001 K12001	03339	1	Contracting Officer	317008	19	\$37,079- \$52,199
1A01 511001 K12001	03322	1	Accounting Technician, Senior	311076	11	\$27,593- \$38,046
1A01 511001 K11001	03318	1	Office Assistant (D)	112001	5	\$19,428- \$26,382

**SECTION 5: CLASS CREATION:** That the classification plan of the City of Atlanta is hereby amended by creating the following classes as indicated:

**DEPARTMENT OF JUDICIAL AGENCIES**

Traffic Court

<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
Deputy City Court Administrator	315068	39	\$64,296 - \$91,080
City Court Administrator	315069	43	\$69,739-\$108,966

**SECTION 6: UNCLASSIFIED POSITION CREATION:** That the following positions be and the same are hereby created in Unclassified Service in the indicated Department:

<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>
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**EXECUTIVE OFFICES**

Office of Human Services

1B01 511004 Y31X0Z01A20J	45317	1	Administrative Analyst	314006	17	\$34,357- \$48,311
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**UNCLASSIFIED POSITION CREATION (CONT'D)**

**DEPARTMENT OF JUDICIAL AGENCIES**

Traffic Court

1B05 511001 S21001	45316	1	City Court Administrator	315069	43	\$69,739- \$108,966
1B05 511001 S21001	45314 45315	2	Deputy City Court Administrator	315068	39	\$64,296- \$91,080

**DEPARTMENT OF POLICE**

1A01 511001 X50001	45302	1	Office Manager	314003	15	\$31,635- \$44,422
1A01 511001 X50001	45313	1	Administrative Assistant	314002	11	\$27,593- \$38,046
1A01 511001 X50001	45382	1	Customer Services Representative, Senior (D)	122003	9	\$24,871- \$34,159

**DEPARTMENT OF PROCUREMENT**

1A01 511001 K11001	45318	1	Administrative Analyst Principal	314034	24	\$43,884 \$61,919
1A01 511001 K11001	45383	1	Administrative Assistant, Sr.	314008	13	\$30,314- \$41,935



**SECTION 7: ABOVE ENTRY HIRING AUTHORIZATIONS:** That authorization is granted to fill the following positions at a step of the salary grade not to exceed the maximum step 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>SALARY STEP</u>	<u>ANNUAL SALARY</u>
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**DEPARTMENT OF AVIATION**

Administration

2H01 511001 R12006	45228	1	Information Systems Manager	313005	23	(10)	\$42,522- \$59,975
2H01 511001 R12006	45229	1	Information Technology Engineer	531014	23	(10)	\$42,522- \$59,975
2H01 511001 R11003	45230	1	Management Analyst, Senior, Departmental	312098	21	(10)	\$39,800- \$56,086
2H01 511001 R11004	45231	1	Training Officer	316054	21	(10)	\$39,800- \$56,086

Business & Finance

2H01 511001 R51001	45232	1	Financial Manager, Senior	312190	27	(10)	\$47,966- \$67,751
2H01 511001 R51001	45233	1	Financial Analyst, Senior	311044	21	(10)	\$39,800- \$56,086
2H01 511001 R51008	45234	1	Public Relations Assistant Manager	318034	21	(10)	\$39,800- \$56,086

Planning & Development

2H21 511001 R21001	25115 25116	2	Aviation Planning and Development Assistant Director	312251	35	(10)	\$58,852- \$83,303
2H21 511001 12006	45222 45223	2	Information Technology Specialist	313011	15	(10)	\$31,635- \$44,422

**DEPARTMENT OF JUDICIAL AGENCIES**

Traffic Court

1B05 511001 S21001	45316	1	City Court Administrator	315069	43	(10)	\$69,739- \$108,966
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**ABOVE ENTRY HIRING AUTHORIZATIONS Cont'd)**

**DEPARTMENT OF JUDICIAL AGENCIES (Cont'd)**

**Traffic Court**

1B05 511001 S21001	45314	1	Deputy City Court Administrator	315068	39	(8)	\$64,296- \$91,080
1B05 511001 S21001	45315	1	Deputy City Court Administrator	315068	39	(8)	\$64,296- \$91,080

**DEPARTMENT OF POLICE**

1A01 511001 X50001	45302	1	Office Manager	314003	15	(5)	\$31,635- \$37,319
1A01 511001 X50001	45313	1	Administrative Assistant	314002	11	(5)	\$27,593- \$32,239
1A01 511001 X50001	45382	1	Customer Services Representative, Senior (D)	122003	9	(5)	\$24,871- \$28,998

**DEPARTMENT OF PROCUREMENT**

1A01 511001 K11001	45318	1	Administrative Analyst, Principal	314034	24	(8)	\$43,884- \$57,911
1A01 511001 K11001	45383	1	Administrative Assistant, Sr.	314008	13	(8)	\$30,314- \$41,935

**SECTION 8: EMPLOYEE SALARY ADJUSTMENT AUTHORIZATIONS:** That authorization is granted to adjust the salary step of the incumbent employees of the following positions not to exceed the maximum step 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>SALARY STEP</u>	<u>ANNUAL SALARY</u>
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**DEPARTMENT OF JUDICIAL AGENCIES**

Traffic Court

1B05 51001	06573	1	Court Cash Collection	311077	15	(5)	\$31,635-
I11001 S21001			Supervisor				\$37,319

**SECTION 9: CLASS TITLE AMENDMENTS:** That the titles of the following classifications, and all positions and employees allocated to said classes, be and the same are hereby amended as indicated:

**DEPARTMENT OF POLICE**

<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>PROPOSED TITLE</u>
Vehicle for Hire Inspector (D)	413113	9	Vehicle for Hire Enforcement Officer (D)

**SECTION 10: POSITION TRANSFERS:** That the following positions and the incumbents are hereby transferred as indicated below:

**DEPARTMENT OF FINANCE**

<u>FROM: ACCOUNT NUMBER</u>	<u>TO: ACCOUNT NUMBER</u>	<u>POS. NO.</u>	<u>NO. POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>
2P01 511001 J71001	1A01 511001 J11001	22115	1	Customer Services Representative. Principal (D)	122019
3P01 511001 J64001	1A01 511001 J54001	08657	1	Financial Services Supervisor, Sr.	311088

**POSITION TRANSFERS (Cont'd)**

**DEPARTMENT OF FINANCE (Cont'd)**

3T01 511001 J65001	1A01 511001 J56001	06925	1	Financial Analyst, Senior	310044
1A01 511001 J56001	3T01 511001 J65001	19959	1	Accountant, Senior	311042
3P01 511001 J64001	1A01 511001 J61001	08656	1	Pension Deputy Director	311063

**SECTION 11: POSITION TRANSFERS FROM THE CLASSIFIED SERVICE TO THE UNCLASSIFIED SERVICE:** That the following vacant positions are hereby transferred:

<u>ACCOUNT</u> <u>NUMBER</u>	<u>POS.</u> <u>NO.</u>	<u>NO.</u> <u>POS.</u>	<u>CLASSIFICATION</u> <u>TITLE</u>	<u>CLASS</u> <u>CODE</u>	<u>PAY</u> <u>GRADE</u>	<u>ANNUAL</u> <u>SALARY</u>
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**DEPARTMENT OF AVIATION**

**Administration**

2H01 511001 R11001	23868	1	Administrative Assistant, Senior	314008	13	\$30,314- \$41,935
2H01 511001 R11002	19806	1	Office Assistant, Senior (D)	112001	6	\$20,788- \$28,326

**Business and Finance**

2H01 511001 R51007	21498	1	Administrative Assistant	314002	11	\$27,593- \$38,046
2H01 511001 R51006	19813	1	Grounds Transportation Operations Assistant	312205	9	\$24,871- \$34,159

**SECTION 12: CLERK OF THE COURT:** That the City Court Administrator may also serve as the Clerk of the Court and perform duties and responsibilities as outlined in Section 14 of Georgia House Bill 1447. Such duties and responsibilities shall be assigned by the Chief Judge.

**SECTION 13: DIRECTOR OF VIOLATIONS BUREAU:** That a Deputy City Court Administrator may also serve as the Director of Violations Bureau and perform duties and responsibilities as outlined in Section 22 of Georgia House Bill 1447. Such duties and responsibilities shall be assigned by the Chief Judge.

**SECTION 14:** That all ordinances and parts of ordinance in conflict herewith be and the same are hereby waived.

DHR 1/29/03

Full Council 2/3/03

Motion to Amend by C.T. Martin **AMENDMENT FORM**

**Ordinance I.D. #: 03-O-0114**

**Page Number: 8**

**Section: Section 13**

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**Amendment:**

To amend Ordinance 03-O-0114 by adding new sections 13 and 14, and renumbering as follows:

**SECTION 13 – POSITION ABOLISHMENT:** That the following positions be and the same are 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	22192	3	Pretrial Officer	315017	11	\$27,593 - \$38,046
511001	19308					
S14001	21842					
1A01	21836	2	Research Technician	314038	11	\$27,593 - \$38,046
511001	21837					
S14001						

**SECTION 14 –PRETRIAL SERVICES FURLOUGH EXEMPTION:** That Pretrial Services employees of the Municipal Court, cost center S14001, are hereby exempt from being furloughed two days each month this year for budgetary reasons.

To renumber Section 13, Section 15.

Approved by Roll Call Vote  
(See R/S #4456)

RCS# 4457  
2/03/03  
3:38 PM

Atlanta City Council

Regular Session

03-O-0114

Amend Classification plan pertaining to  
certain positions in Traffic Court, etc.  
ADOPT/SUB/AMEND

YEAS: 12  
NAYS: 1  
ABSTENTIONS: 0  
NOT VOTING: 3  
EXCUSED: 0  
ABSENT 0

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

03-O-0114

RCS# 4456  
2/03/03  
3:38 PM

Atlanta City Council

Regular Session

03-O-0114

Amend Classification plan pertaining to  
certain positions in Traffic Court, etc.  
AMEND#1/MARTIN

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

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

03-O-0114

03-0114

(Do Not Write Above This Line)

A ORDINANCE BY *C. T. Newton*  
An ordinance to amend article "V", Classification Plan, Section 114-477, or the code of ordinances, city of Atlanta, Georgia, so as to abolish vacant positions, and create classifications and positions; and for other purposes.

ADOPTED BY  
FEB 0 3 2003  
COUNCIL

*As Amended*

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

Date Referred *1/21/03*

Referred To: *Finance / Executive*

Date Referred

Referred To:

Date Referred

Referred To:

First Reading

Committee \_\_\_\_\_  
Date \_\_\_\_\_  
Chair \_\_\_\_\_  
Referred to \_\_\_\_\_

Committee *Finance / Executive*

Date *1/29/03*

Chair *Charles L. Johnson*

Action: *Fav. Adv. Hold (see rev. side)*

Other: *Substitute*

Members *[Signature]*

Refer To *Chair - [Signature]*

Committee \_\_\_\_\_

Date \_\_\_\_\_

Chair \_\_\_\_\_

Action: \_\_\_\_\_

Other: \_\_\_\_\_

Members \_\_\_\_\_

Refer To \_\_\_\_\_

FINAL COUNCIL ACTION

2nd     1st & 2nd     3rd

Readings

Consent     V Vote     RC Vote

CERTIFIED

FEB 0 3 2003

COUNCIL PRESIDENT/PROTEM

CERTIFIED

FEB 0 3 2003

*Randolph Johnson*  
MUNICIPAL CLERK

MAYOR'S ACTION

*[Signature]*

FEB 11 2003

MAYOR