

#17

12-0-1261

COPIES

(Do Not Write Above This Line)

Pat. Smith

AN ORDINANCE TO AMEND CHAPTER 114, PERSONNEL, ARTICLE "IV", CLASSIFICATION PLAN OF THE CODE OF ORDINANCES, CITY OF ATLANTA, GEORGIA, SO AS TO PROVIDE FOR POSITION CREATIONS, RECLASSIFICATIONS, CLASS CREATIONS, ABOVE ENTRY AUTHORIZATIONS, POSITION TRANSFERS; POSITION FUNDING ALLOCATION CHANGES AND OTHER PERSONNEL ACTIONS FOR THE DEPARTMENT OF HUMAN RESOURCES IN LINE WITH THE 2013 BUDGET; AND FOR OTHER PURPOSES.

substitute as Amended
ADOPTED BY

SEP 17 2012

COUNCIL

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

Date Referred *9/4/12*

Referred To: *Finance/Exec*

Date Referred

Referred To:

Date Referred

Referred To:

Committee _____ First Reading _____
 Date _____
 Chair _____
 Referred to _____

Finance Executive

Date *9/10/12*

Chair

Fav, Adv, Hold (see rev. side)

As Substitute
Other: _____
Members _____

Refer To

Refer To

Committee _____

Date _____

Chair _____

Fav, Adv, Hold (see rev. side)

Other: _____
Members _____

Refer To

Refer To

Committee _____

Date _____

Chair _____

Action: _____
Fav, Adv, Hold (see rev. side)
Other: _____

Members _____

Committee _____

Date _____

Chair _____

Action: _____
Fav, Adv, Hold (see rev. side)
Other: _____

Members _____

FINAL COUNCIL A
 2nd 1st & 2nd
 Readings
 Consent V Vote 1

CERTIFIED

CERTIFIED
 SEP 17 2012
 COUNCIL PRESIDENT

CERTIFIED
 SEP 17 2012
 MAYOR'S ACTING MUNICIPAL CLERK

APPROVED

SEP 26 2012

WITHOUT SIGNATURE BY OPERATION OF LAW



**AN ORDINANCE BY H. LAMAR WILLIS AS
SUBSTITUTED BY FINANCE/EXECUTIVE
COMMITTEE**

12-O-1261

**AN ORDINANCE TO AMEND CHAPTER 114,
PERSONNEL, ARTICLE "IV", CLASSIFICATION
PLAN OF THE CODE OF ORDINANCES, CITY OF
ATLANTA, GEORGIA, SO AS TO PROVIDE FOR
POSITION CREATIONS, RECLASSIFICATIONS,
CLASS CREATIONS, ABOVE ENTRY
AUTHORIZATIONS, POSITION TRANSFERS;
POSITION FUNDING ALLOCATION CHANGES
AND OTHER PERSONNEL ACTIONS FOR THE
DEPARTMENT OF HUMAN RESOURCES IN
LINE WITH THE 2013 BUDGET; AND FOR
OTHER PURPOSES.**

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS that 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 of actions contained within this ordinance shall be upon adoption by City Council and approval by the Mayor, unless otherwise indicated.



SECTION 2: DEPARTMENT OF HUMAN RESOURCES

POSITION CREATIONS CLASSIFIED: That the following position be and the same is hereby created in Unclassified Service in the Department and 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>
1001 220202 5111001 1540000 (GF)	58589	1	Compensation Analyst	HR0741	18	\$40,600- \$61,000
5501 220202 5111001 1540000 (DOA)	58605	1	HRIS Specialist	HR0730	18	\$40,600 - \$61,000
5051 220202 5111001 1540000 (DWM)	58612 58613	2	Human Resources Assistant	HR0701	11	\$28,500 - \$42,700
5051 220202 5111001 1540000 (DWM)	58614 58615 58616 58617 58618 58619	6	Human Resources Assistant, Senior	HR0702	14	\$33,000 - \$49,600
5501 220202 5111001 1540000 (DOA)	58620 58621	2	Human Resources Assistant, Senior	HR0702	14	\$33,000 - \$49,600
5501 220202 5111001 1540000 (DOA)	58622 58623	2	Human Resources Representative	HR0705	17	\$38,300 - \$57,500
1001 220202 5111001 1540000 (GF)	58624 58625 58626	3	Human Resources Representative	HR0705	17	\$38,300 - \$57,500
5051 220202 5111001 1540000 (DWM)	58627 58628 58629	3	Human Resources Representative, Senior	HR0706	18	\$40,600 - \$61,000
5501 220202 5111001 1540000 (DOA)	58630	1	Human Resources Representative, Senior	HR0706	18	\$40,600 - \$61,000



DEPARTMENT OF HUMAN RESOURCES (Cont'd)

POSITION CREATIONS CLASSIFIED: (Cont'd)

<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>
1001 220202 5111001 1540000 (GF)	58631 58632 58633	3	Human Resources Representative , Senior	HR0706	18	\$40,600 - \$61,000
5051 220202 5111001 1540000 (DWM)	58639	1	Recruiting Coordinator	HR0752	11	\$28,500 - \$42,700
5501 220202 5111001 1540000 (DOA)	58640	1	Recruiting Coordinator ,Senior	HR0753	14	\$33,000 - \$49,600
5051 220202 5111001 1540000 (DWM)	58641	1	Recruiting Coordinator ,Senior	HR0753	14	\$33,000 - \$49,600

POSITION CREATION UNCLASSIFIED: That the following position be and the same is hereby created in Unclassified Service in the Department and 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>
1001 220202 5111001 1540000 (GF)	58590	1	Compensation Manager	HR0740	24	\$58,800 - \$98,000
5051 220202 5111001 1540000 (DWM)	58591	1	Employee Relations Manager II	HR0723	22	\$50,900 - \$84,800
5501 220202 5111001 1540000 (DOA)	58592	1	Employee Relations Specialist, Senior	HR0724	20	\$44,000 - \$73,400



DEPARTMENT OF HUMAN RESOURCES (Cont'd)

POSITION CREATIONS UNCLASSIFIED: (Cont'd)

<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>
1001 220202 5111001 1540000 (GF)	58593	1	Employee Relations Specialist, Senior	HR0724	20	\$44,000 - \$73,400
1001 220202 5111001 1540000 (GF)	58594 58595	2	HR Director II	HR0716	28	\$82,300 - \$137,100
1001 220202 5111001 1540000 (GF)	58596	1	HR Investigator	HR0725	18	\$40,600 - \$61,000
5401 220202 5111001 1540000 (DPW)	58597	1	HR Manager I	HR0710	21	\$47,300 - \$78,900
6001 220202 5111001 1540000 (FSF)	58598	1	HR Manager I	HR0710	21	\$47,300 - \$78,900
1001 220202 5111001 1540000 (GF)	58599 58600	2	HR Manager II	HR0711	23	\$54,700 - \$91,100
5051 220202 5111001 1540000 (DWM)	58601 58602	2	HR Manager II	HR0711	23	\$54,700 - \$91,100
7101 220203 5111001 1540000 (PAF)	58603	1	HR Manager II	HR0711	23	\$54,700 - \$91,100
5501 220202 5111001 1540000 (DOA)	58642	1	HR Manager II	HR0711	23	\$54,700 - \$91,100



DEPARTMENT OF HUMAN RESOURCES (Cont'd)

CORRECTED COPY

POSITION CREATIONS UNCLASSIFIED: (Cont'd)

<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>
1001 220202 5111001 1540000 (GF)	58604	1	HR Project Manager	HR0727	22	\$50,900 - \$84,800
5501 220202 5111001 1540000 (DOA)	58634	1	Recruiter	HR0751	21	\$47,300 - \$78,900
5051 220202 5111001 1540000 (DWM)	58635 58636	2	Recruiter	HR0751	21	\$47,300 - \$78,900
1001 220202 5111001 1540000 (GF)	58637 58638	2	Recruiter	HR0751	21	\$47,300 - \$78,900
1001 220202 5111001 1540000 (GF)	58841	1	Talent Acquisition Director	HR0717	28	\$82,300 - \$137,100
1001 220202 5111001 1540000 (GF)	58842	1	HRIS and Records Management Director	HR0733	28	\$82,300 - \$137,100
5051 220202 5111001 1540000 (DWM)	58843	1	Human Resources Director, Watershed Management	HR0718	31	\$109,600 - \$182,600



DEPARTMENT OF HUMAN RESOURCES (Cont'd)

POSITION RECLASSIFICATIONS WITH INCUMBENTS: That the following positions and the incumbents, be and the same are hereby reclassified in the indicated Department and 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>
5051 220202 5111001 1540000 (DWM)	22221	1	<u>From:</u> Management Analyst Principal	PA0306	22	\$50,900 - \$84,800
			<u>To:</u> Employee Relations Manager II	HR0723	22	\$50,900 - \$84,800
5051 220202 5111001 1540000 (DWM)	56143	1	<u>From:</u> HR Administrator	HR0737	19	\$41,000 - \$68,300
			<u>To:</u> Employee Relations Specialist, Senior	HR0724	20	\$44,000 - \$73,400
5051 220202 5111001 1540000 (DWM)	56385	1	<u>From:</u> Human Resources Representative ,Senior	HR0706	18	\$40,600 - \$61,000
			<u>To:</u> HRIS Specialist	HR0730	18	\$40,600 - \$61,000
5051 220202 5111001 1540000 (DWM)	56384	1	<u>From:</u> Human Resources Representative, Senior	HR0706	18	\$40,600 - \$61,000
			<u>To:</u> HRIS Specialist	HR0730	18	\$40,600 - \$61,000
1001 220101 5111001 1320000 (GF)	45789	1	<u>From:</u> Human Resources Representative, Senior	HR0706	18	\$40,600 - \$61,000
			<u>To:</u> HRIS Specialist	HR0730	18	\$40,600 - \$61,000
1001 220101 5111001 1320000 (GF)	54301	1	<u>From:</u> Human Resources Representative, Senior	HR0706	18	\$40,600 - \$61,000
			<u>To:</u> HRIS Specialist	HR0730	18	\$40,600 - \$61,000



DEPARTMENT OF HUMAN RESOURCES (Cont'd)

POSITION RECLASSIFICATIONS WITH INCUMBENTS: (Cont'd)

<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>
1001 220101 5111001 1320000 (GF)	54303	1	<u>From:</u> Human Resources Representative	HR0705	17	\$38,300 - \$57,500
			<u>To:</u> HRIS Specialist	HR0730	18	\$40,600 - \$61,000

CLASS CREATION: That the classification plan of the City of Atlanta is hereby amended by creating the following class as indicated:

<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>	<u>ANNUAL SALARY</u>
Compensation Analyst	HR0741	18	\$40,600 - \$61,000
Compensation Manager	HR0742	24	\$58,800 - \$98,000
Employee Relations Manager I	HR0722	21	\$47,300 - \$78,900
Employee Relations Manager II	HR0723	22	\$50,900 - \$84,800
Employee Relations Specialist	HR0724	18	\$40,600 - \$61,000
Employee Relations Specialist, Senior	HR0725	20	\$44,000 - \$73,400
HR Investigator	HR0726	20	\$44,000 - \$73,400
HR Project Manager	HR0727	22	\$50,900 - \$84,800
HRIS and Records Management Director	HR0733	28	\$82,300 - \$137,100
Recruiter	HR0751	21	\$47,300 - \$78,900
Recruiting Coordinator	HR0752	11	\$28,500 - \$42,700
Recruiting Coordinator, Senior	HR0753	14	\$33,000 - \$49,600
Talent Acquisition Director	HR0717	28	\$82,300 - \$137,100
Human Resources Director, Watershed Management	HR0718	31	\$109,600 - \$182,600



DEPARTMENT OF HUMAN RESOURCES (Cont'd)

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

<u>FROM:</u> <u>ACCOUNT</u> <u>NUMBER</u>	<u>TO:</u> <u>ACCOUNT</u> <u>NUMBER</u>	<u>POS.</u> <u>NO.</u>	<u>NO.</u> <u>POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS</u> <u>CODE</u>
1001 220202 5111001 1540000 (GF)	1001 220202 5111001 1540000 (GF) (55%) 5401 220202 5111001 1540000 (DPW) (45%)	53324	1	Training Officer	316054
1001 220202 5111001 1540000 (GF)	1001 220202 5111001 1540000 (GF) (55%) 5401 220202 5111001 1540000 (DPW) (45%)	01264	1	Administrative Assistant, Senior	314008
1001 220202 5111001 1540000 (GF)	1001 220202 5111001 1540000 (GF) (55%) 5401 220202 5111001 1540000 (DPW) (45%)	56071	1	Administrative Analyst	314006
1001 220202 5111001 1540000 (GF)	1001 220202 5111001 1540000 (GF) (55%) 5401 220202 5111001 1540000 (DPW) (45%)	45377	1	Public Works Director	IN0520



DEPARTMENT OF HUMAN RESOURCES (Cont'd)

POSITION TRANSFERS: (Cont'd)

<u>FROM:</u> <u>ACCOUNT</u> <u>NUMBER</u>	<u>TO:</u> <u>ACCOUNT</u> <u>NUMBER</u>	<u>POS.</u> <u>NO.</u>	<u>NO.</u> <u>POS.</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS</u> <u>CODE</u>
7701 220203	1001 220202	54916	1	Human Resources Analyst, Senior	316015
5111001	5111001				
1540000 (TF)	1540000 (GF)				

SECTION 3: The Commissioner of Human Resources is authorized to make any necessary administrative personnel adjustments.

SECTION 4: That all ordinances and parts of ordinances in conflict herewith are hereby waived.

Fund Notations

- BPF Building Permits Fund
- CCRF Civic Center Revenue Fund
- DOA Department of Aviation
- DPW Solid Waste Services Revenue Fund
- DWM Department of Watershed Management
- FSF Fleet Services Fund
- GF General Fund
- IF Internal Fund
- P&G Projects and Grants Fund
- PAF Pension Agency Fund
- TF Trust Fund

A true copy,

Deputy Clerk

ADOPTED as amended by the Council
APPROVED as per City Charter Section 2-403

SEP 17, 2012
SEP 26, 2012

2.) Why is the change/correction necessary? (Give detailed reason; Use additional page(s) if necessary; Provide supporting attachments as needed.)

The account number was not correctly reflected on the legislation.

3.) What Committee(s) has (have) purview over the legislation to be corrected?

~~Finance Executive committee~~

Committee of Purview Research & Policy Analyst(s) Approval Signature(s)

Date

4.) Does request have Finance Department or financial impact? Yes No

Reginald Grant

Finance/Executive Committee(s) Research & Policy Analyst(s) Approval Signature(s)

9-24-12

Date

5.) Have copies of request been distributed to all Councilmembers? Yes No

Submittal to Council _____ Submittal to Clerk _____
Date Date

FOR OFFICE OF MUNICIPAL CLERK USE ONLY

I.) Correction Completed: 9/26/12
Date

By: *[Signature]*
Signature

- a.) Images Corrected On-Line
- b.) Captions Corrected On-Line
- c.) Minutes Corrected On-Line
- d.) Minutes Corrected in Notebook & File Drawer
- e.) Filed in Original Legislation File
- f.) Filed in Corrected Legislation File

Initial NA

Initial NA

Initial NA

Initial NA

Initial NA

Initial _____

Initial _____

II.) Correction Reported to Council _____
Date

Signature

Note: legislation administrative correction was submitted prior to legislation being returned to Clerks office from the Mayor.

FMM

RCS# 2306
9/17/12
3:52 PM

Atlanta City Council

12-O-1261

AMEND PERSONNEL CODE;CREATE, RECLASSIFY
POSITIONS IN DEPT. HUMAN RESOURCES
ADOPT/SUB/AMEND

YEAS: 12
NAYS: 1
ABSTENTIONS: 0
NOT VOTING: 2
EXCUSED: 0
ABSENT 1

Y Smith	Y Archibong	N Moore	Y Bond
Y Hall	Y Wan	Y Martin	Y Watson
Y Young	NV Shook	NV Bottoms	Y Willis
Y Winslow	Y Adrean	Y Sheperd	B Mitchell

12-O-1261