

**AGENDA ITEM**  
January 19, 2016

Subject: Amendment to the Organizational Chart and Table of Organization

Department: Administration

Public transportation benefits the community as a whole by providing an opportunity for individuals to travel around town and conduct their business while supporting the local economy. The City established a Public Transportation Department in 1980 to serve disabled and elderly citizens. Subsidized transportation services were provided through a contract with a private vendor in previous years. The addition of employees to the Public Transportation Department will allow the City to continue to provide these services in lieu of a vendor contract.

The attached ordinance will amend the City Organizational Chart and Table of Organization to include the Public Transportation Department with one full-time position and one part-time position.

Budgeted line item expenditures within the Public Transportation Department will be reallocated to provide for the cost of wages and benefits. Total budgeted expenditures will not increase therefore a budget amendment is not required.

**BILL NO. 2016-004**

**ORDINANCE NO.**

**A SPECIAL ORDINANCE OF THE CITY OF NEVADA, MISSOURI AMENDING THE ORGANIZATIONAL CHART OF THE CITY OF NEVADA, MISSOURI AS APPROVED BY ORDINANCE NO. 8084.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NEVADA, MISSOURI, AS FOLLOWS:**

**SECTION 1.** The Organizational Chart and Table of Organization are hereby amended by this ordinance to include Public Transportation positions per Section 25-1.105 of the Code of the City of Nevada, Missouri as referenced in Exhibit A.

**SECTION 2.** This ordinance shall be in full force and effect from and after its passage.

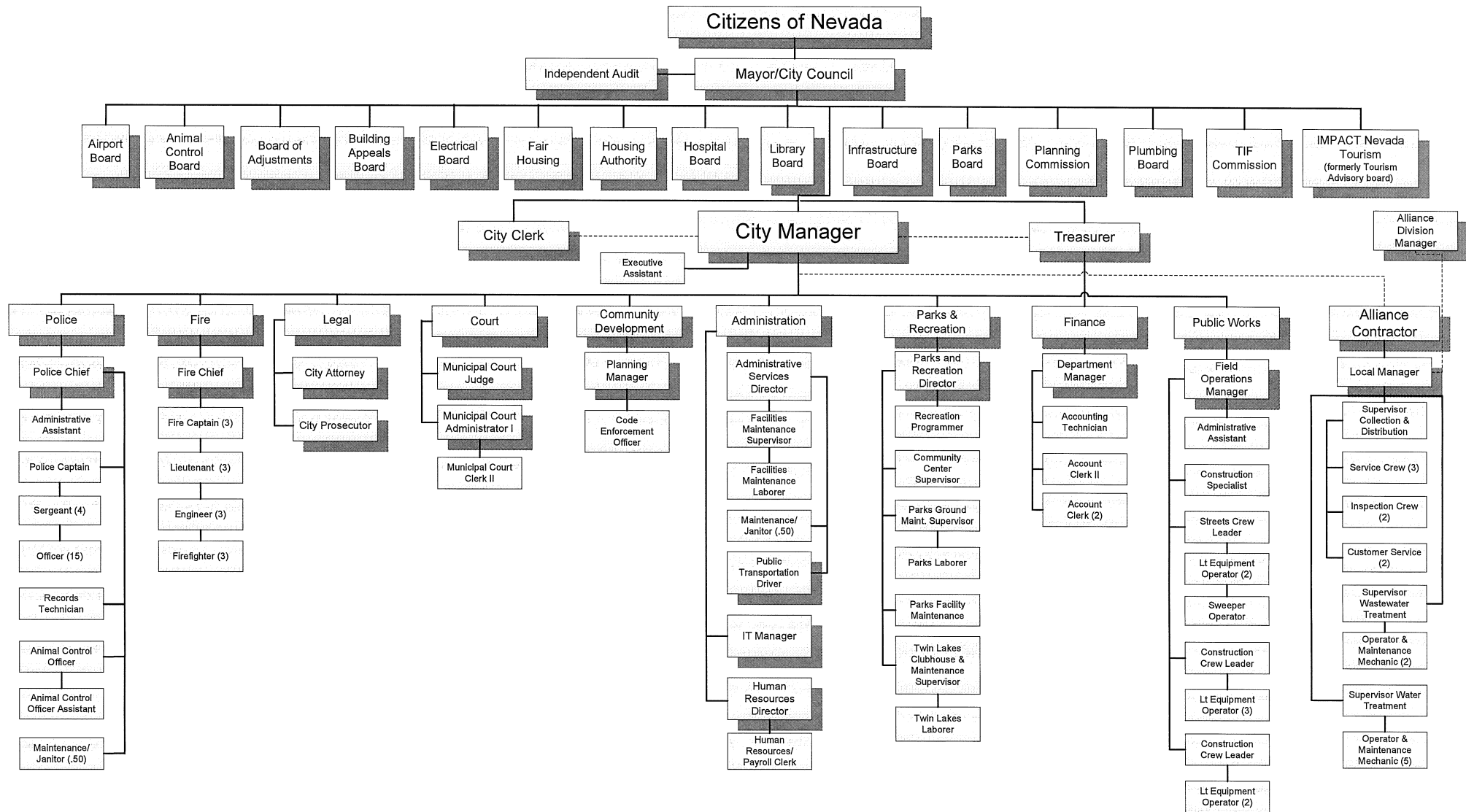
**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Nevada, Missouri, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Brian L. Leonard, Mayor

(seal)  
ATTEST:

\_\_\_\_\_  
Johnna, Williams, Deputy City Clerk

# City of Nevada 2016 Organizational Chart



City of Nevada  
Proposed Budget - 2016 Fiscal Year  
TABLE OF ORGANIZATION

	Actual 2015	Proposed 2016	Pay Range	Part time
<b>CITY CLERK</b>				
City Clerk	1.00	1.00	18	
	<u>1.00</u>	<u>1.00</u>		
<b>CITY TREASURER/FINANCE</b>				
City Treasurer	1.00	1.00	25	
Finance Department Manager	1.00	1.00	18	
Accounting Technician	1.00	1.00	15	
Accounting Clerk II	1.00	1.00	12	
Accounting Clerk I	2.00	2.00	8	
<b>Total Finance</b>	<u>6.00</u>	<u>6.00</u>		<u>-</u>
<b>ADMINISTRATION</b>				
City Manager	1.00	1.00	-	
Executive Assistant	1.00	1.00	17	
Administrative Services Director	1.00	1.00	24	
Facilities Maintenance Supervisor	1.00	1.00	15	
Facilities Maintenance Laborer	1.00	1.00	10	
Public Transportation Driver	-	1.00	3	1.00
IT Manager	1.00	1.00	22	
HR Director	1.00	1.00	20	
HR Assistant	-	-	14	
HR/Payroll Clerk	1.00	1.00	10	
Maintenance/Janitor Laborer	0.50	0.50	8	
<b>Total Administration</b>	<u>8.50</u>	<u>9.50</u>		<u>1.00</u>
<b>COMMUNITY DEVELOPMENT</b>				
Planning Manager	1.00	1.00	18	
Code Enforcement Officer	1.00	1.00	14	
<b>Total Community Development</b>	<u>2.00</u>	<u>2.00</u>		
<b>POLICE DEPARTMENT</b>				
Police Chief	1.00	1.00	26	
Administrative Assistant	1.00	1.00	14	
Police Captain	1.00	1.00	22	
Police Sergeant	4.00	4.00	17	
Police Officer	15.00	15.00	14	
Records Technician	1.00	-	10	
Records Clerk	-	1.00	8	
Maintenance/Janitor Laborer	0.50	0.50	8	
	<u>23.50</u>	<u>23.50</u>		
(Police Sergeant Detectives and Police Officer Detectives one Range premium pay)				
<b>ANIMAL CONTROL</b>				
Animal Control Officer	1.00	1.00	13	
Animal Control Assistants	1.00	1.00	8	3.00
	<u>2.00</u>	<u>2.00</u>		<u>3.00</u>
<b>Total Police Department</b>	<u>25.50</u>	<u>25.50</u>		<u>3.00</u>

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	<u>Actual</u> 2015	<u>Proposed</u> 2016	<u>Pay</u> <u>Range</u>	<u>Part time</u>
<b>FIRE DEPARTMENT</b>				
Fire Chief	1.00	1.00	25	
Fire Captain	3.00	3.00	17	
Fire Lieutenant	3.00	3.00	15	
Fire Engineer	3.00	3.00	13	
Firefighter	<u>3.00</u>	<u>3.00</u>	11	
<b>Total Fire Department</b>	<u>13.00</u>	<u>13.00</u>		
<b>LEGAL</b>				
City Attorney	-	-		1.00
City Prosecutor	-	-		<u>1.00</u>
<b>Total Legal</b>				<u>2.00</u>
<b>MUNICIPAL COURT</b>				
Municipal Judge	-	-		1.00
Municipal Court Administrator II	-	-	20	
Municipal Court Administrator I	1.00	1.00	18	
Assistant Court Administrator	-	-	14	
Municipal Court Clerk III	-	-	12	
Municipal Court Clerk II	1.00	1.00	10	
Municipal Court Clerk I	<u>-</u>	<u>-</u>	8	
<b>Total Municipal Court</b>	<u>2.00</u>	<u>2.00</u>		<u>1.00</u>
<b>PARKS AND RECREATION</b>				
ADMINISTRATION				
Parks and Recreation Director	1.00	1.00	22	
Recreation Programmer	<u>1.00</u>	<u>1.00</u>	14	
	2.00	2.00		
TWIN LAKES				
Twin Lakes Clubhouse Manager	1.00	0.50	17	-
Twin Lakes Clubhouse Attendants	-	-		5.00
Twin Lakes Supervisor	1.00	0.50	17	
Twin Lakes Laborer	1.00	1.00	10	
Twin Lakes Laborer	<u>-</u>	<u>-</u>		6.00
	3.00	2.00		11.00
PARKS GROUNDS MAINTENANCE				
Maintenance Supervisor	1.00	1.00	15	
Parks Laborer	1.00	1.00	10	
Parks Laborer	<u>-</u>	<u>-</u>		4.00
	2.00	2.00		4.00
PARKS FACILITY MAINTENANCE				
Parks Facility Maintenance	1.00	1.00	14	
Parks Facility Laborer	<u>-</u>	<u>-</u>		1.00
	1.00	1.00		1.00
RECREATION AND COMMUNITY CENTER				
Community Center Supervisor	-	1.00	10	
Maintenance/Janitor Laborer	-	-		1.00
Community Center Attendants	<u>-</u>	<u>-</u>		6.00
	-	1.00		7.00

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	<u>Actual</u> 2015	<u>Proposed</u> 2016	<u>Pay</u> <u>Range</u>	<u>Part time</u>
<b>AQUATICS CENTER</b>				
Pool Manager				2.00
Life Guards				30.00
Cashier				2.00
Concessions Workers				<u>6.00</u>
				40.00
<b>Total Parks and Recreation</b>	<u>8.00</u>	<u>8.00</u>		<u>63.00</u>
<b>PUBLIC WORKS</b>				
<b>ADMINISTRATION</b>				
Field Operations Manager	1.00	1.00	22	
Construction Specialist	1.00	1.00	17	
Administrative Assistant	<u>1.00</u>	<u>1.00</u>	14	
	3.00	3.00		
<b>STREETS MAINTENANCE</b>				
Crew Leader	1.00	1.00	15	
Light Equipment Operator	2.00	2.00	10	
Street Sweeper Operator	<u>1.00</u>	<u>1.00</u>	11	
	4.00	4.00		
<b>CONSTRUCTION CREWS</b>				
Crew Leader	2.00	2.00	15	
Light Equipment Operator	<u>5.00</u>	<u>5.00</u>	10	
	7.00	7.00		
<b>Total Public Works</b>	<u>14.00</u>	<u>14.00</u>		
<b>TOTAL POSITIONS</b>	<u>80.00</u>	<u>81.00</u>		<u>70.00</u>