O-23- 08

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2022 QUOTA ORDINANCE (ORDINANCE NO. 9423) FOR CERTAIN DEPARTMENTS OF THE CITY OF NORTH LITTLE ROCK, ARKANSAS; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.

WHEREAS, the City Council is responsible for establishing the number of employees in each department and on January 10, 2022, adopted Ordinance No. 9423, establishing job classifications and numbers of employees for each department of the City of North Little Rock for 2022 (amended by Ordinance No. 9434, adopted on February 28, 2022; Ordinance No. 9441, adopted March 28, 2022; Ordinance No. 9450, adopted April 25, 2022; Ordinance No. 9469, adopted June 13, 2022; Ordinance No. 9502, adopted September 12, 2022; Ordinance No. 9510, adopted October 24, 2022; and Ordinance No. 9523, adopted December 12, 2022); and

WHEREAS, by enacting an ordinance listing the numbers of employees in each job classification in each department for 2022, the City Council will be in a better position to monitor and evaluate the numbers of employees necessary to the operation of each city department; and

WHEREAS, it has been determined by the City Council that it is necessary from time to time to amend such ordinance to add or delete positions, to correct errors, reorganize departments, reclassify positions, re-title positions, and for other purposes, to increase the efficient operation of the City of North Little Rock; and

WHEREAS, the proposed 2023 Quota Ordinance has not yet been completed for submission to City Council; however, certain departments are requesting immediate changes pending approval of the 2023 Quota Ordinance and the City Council finds it is in the best interest of the City that these changes be approved immediately; and

WHEREAS, the Administration Department has requested that one (1) position be added; and

WHEREAS, the District Court, First Division has request that one (1) position be changed to reflect title change; and

WHEREAS, the Human Resources Department has requested that one (1) position be added; and

WHEREAS, the Parks and Recreation Department has requested that three (3) positions be removed and one (1) position be changed to reflect pay grade change; and

WHEREAS, the Police Department has requested three (3) positions be added and one position be changed to reflect pay grade change; and

WHEREAS, the Burns Park Golf Course has requested that one (1) position be changed to

reflect title change.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH LITTLE ROCK, ARKANSAS:

SECTION 1: That Section 1 of Ordinance No. 9423 is hereby amended as follows:

Editor's note: Changes are in **bold**; deletions are denoted in "**red**" by ~~strikethrough~~ and additions in "**blue**" by underline.

SECTION 1: That the Administration Department shall consist of eight (8) elected officials and ~~**nine**~~ **ten** (~~**9**~~ **10**) full time employees as follows:

Mayor (Elected), NEG - 1
Alderman (Elected), NEG - 8
Director of Operations, NEG – 1
Chief of Staff, NEG – 1
Director of External Affairs, NEG – 1
Director of Special Projects, NEG – 1
Director of Development, NEG - 1
Office Assistant, NEG – 1
Office Assistant III, NEG – 1
Director of Workforce Development and Education, NEG – 1
Director of Construction and Building Services, NG - 1, add one position

SECTION 2: That Section 10 of Ordinance No. 9423 is hereby amended as follows:

Editor's note: Changes are in **bold**; deletions are denoted in "**red**" by ~~strikethrough~~ and additions in "**blue**" by underline.

SECTION 10: That the District Court, First Division shall consist of one (1) elected official, eight (8) full-time employees and two (2) part-time employee as follows:

Judge (Elected) – 1 (State employee effective 07/01/09)
Assistant Clerk, NEG - 3
Chief Clerk, NEG - 1
Chief Probation Officer, NEG - 1
~~**Deputy Clerk**~~ **Clerk Specialist, NEG – 1**
Part-Time Court Reporter, HRLY-1
Probation Officer, NEG - 2
Assistant Clerk (Part time), HRLY - 1

SECTION 3: That Section 18 of Ordinance No. 9423 is hereby amended as follows:

Editor's note: Changes are in **bold**; deletions are denoted in "**red**" by ~~strikethrough~~ and additions in "**blue**" by underline.

SECTION 18: That the Human Resources Department shall consist of nine (9) full-time employees and **one (1) part-time employee** as follows:

Human Resources Director, NEG - 1
HR Assistant, F06A – 1
HR Generalist, F07 – 1
HR Generalist II, F08A-1
Chief Administrator/Benefits Manager, NG– 1
Human Resources Employment Specialist, F10A-1
Human Resources Specialist/Administrative, F10A-1
Industrial/Organizational Specialist, NEG – 1
Senior Industrial/Organizational Specialist/Assistant Human Resources Director, NEG – 1
Part-Time Worker, HRLY -1, add one position

SECTION 4: That Section 22 of Ordinance No. 9423 is hereby amended as follows:

Editor's note: Changes are in **bold**; deletions are denoted in "**red**" by ~~strikethrough~~ and additions in "**blue**" by underline.

SECTION 22: That the Parks & Recreation Department shall consist of ~~**two hundred thirty-eight**~~ **two hundred thirty five** (~~**238**~~ **235**) employees: ~~**ninety-three**~~ **ninety** (~~**93**~~ **90**) full-time, one hundred and two (102) part-time, and forty-three (43) intermittent as follows:

Administration (Dept. 033): four (4) full-time employees
Director, NEG – 1
Executive Secretary, NG - 1
Office Assistant, Sr., F05A –2

Parks Maintenance (Dept. 034): fifty-six (56) employees: 54 full time and 2 part-time.

Quotas for two (2) positions (Heavy Equipment Operator and Senior Heavy Equipment Operator) may be reallocated among the positions according to the training and experience of employees and the needs of the department.

Construction Carpenter, P11 - 1
Equipment Maintenance Worker, P11 – 1
General Parks Supervisor, F09 – 2
Heavy Equipment Operator, P09 – 1
Senior Heavy Equipment Operator, P12 – 2
Mechanic, P11 - 1
Administrative Technician, F07 – 1
Parks Generalist, FT F07 – 1
Parks Maintenance Crew Leader, P08 – 4
Parks Maintenance Specialist, P14 – 1
Parks Maintenance Superintendent, NG – 1

Parks Maintenance Worker, P06 –26
~~Park Ranger, F09~~ – 3-3=0, delete 3 positions
Park Ranger/Trail Coordinator, ~~F09~~ NG – 1, pay grade change
Parks Supervisor I, F07A – 2
Program Coordinator, FT F08 -1
Senior Parks Maintenance Worker, P07 – 2
Sports Turf Specialist, P14 – 1
Water Systems Specialist Plumbing/Irrigation, P13 – 1
Campground Manager, NG – 1
Foreman, NG – 1
Sports Complex Facility Supervisor, Part-Time, HRLY – 2

SECTION 5: That Section 22 of Ordinance No. 9423 is hereby amended as follows:

Editor's note: Changes are in **bold**; deletions are denoted in "red" by ~~strikethrough~~ and additions in "**blue**" by underline.

SECTION 24: That the Police Department shall consist of ~~two hundred forty six~~ **two hundred forty nine** (~~246~~ **249**) full-time employees (201 uniformed and ~~39~~ **42** non-uniformed) and six (6) part-time employees as follows:

Uniformed:
Chief, NEG – 1
Assistant Chief, NG – 1
Captain, X04 - 4
Lieutenant, X03 –10
Sergeant, X02 - 25
Police Officer, X01 – 160

Non-uniformed:
Administrative Secretary F06A- 4
Automated Systems Assistant, F05 – 1
Community Service Assistant, F05 – 2
Community Service Assistant II, F07 – 8
Court Bailiff, ~~F10~~ NG –3, pay grade change
Executive Secretary, NG - 1
Fleet Maintenance/Inventory Manager, NG – 1
FOIA Specialist, F08A – 1
Media Production Specialist, F09A – 1
Office Assistant III, F05 – 7
Support Service Manager, F11 – 1
Payroll Accounting Clerk, NG – 1
Secretary III, F05A –3,
Victim's Advocate, F09 – 1
Police Athletic League Director, F09A- 1
Property/Evidence Custodian, NG – 1
Traffic Safety Coordinator, F09 – 2

Parks Police Officer, NG- 3, add three positions
Cold Case Investigator, Part-time, HRLY – 4
Criminal Analyst, Part-Time-HRLY-1
Mental Health and Wellness Counselor, Part-Time-HRLY-1

SECTION 6: That Section 36 of Ordinance No. 9423 is hereby amended as follows:

Editor's note: Changes are in **bold**; deletions are denoted in "red" by ~~strikethrough~~ and additions in "**blue**" by underline.

Burns Park Golf Course (036): sixteen (16) employees: 11 full-time and 5 part-time:
~~**Assistant Golf Professional**~~ **Golf Course Manager, FT, NG-1**
Equipment Maintenance Worker, FT, P09 – 1
Golf Assistant, FT, F05 –2
Golf Superintendent, FT, NG – 1
Parks Maintenance Worker, FT, P06 – 5
Water Systems Specialist-Irrigation, P13 – 1
Golf Assistant, Part-time, HRLY - 2
Laborer, Part-Time, HRLY –3

SECTION 7: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 8: That the provisions of this ordinance are hereby declared to be severable and if any section, phrase or provision shall be declared or held invalid, such invalidity shall not affect the remainder of the sections, phrases or provisions.

SECTION 9: That the City Council has determined that the interests of the City and City employees can best be served by the adoption of this ordinance; THEREFORE, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED: APPROVED:

_____ _____
Mayor Terry C. Hartwick

SPONSOR:

Terry C. Hartwick by AF

Mayor Terry C. Hartwick

ATTEST:

Diane Whitbey, City Clerk

APPROVED AS TO FORM:

Amy Beckman Fields, City Attorney

PREPARED BY THE OFFICE OF THE CITY ATTORNEY/kt

FILED 11:09 A.M. _____ P.M.

By A. Fields, City Atty

DATE 2/7/23

Diane Whitbey, City Clerk & Treasurer
North Little Rock, Arkansas

RECEIVED BY BT/AF