

RESOLUTION 21-167

RESOLUTION TO ADOPT A REVISED SCHEDULE OF AUTHORIZED POSITIONS FOR FISCAL YEAR 2021-2022; PROVIDING FOR REPEAL OF CONFLICTING SCHEDULES; AND, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Spring Hill is committed to providing adequate and appropriate staffing levels and delivering an excellent level of services by maintaining a quality workplace for our employees; and

WHEREAS, TCA §6-4-101 requires the City Administrator to recommend specific positions required for the function and operations of the city government, and

WHEREAS, a position allocation was authorized as part of the Comprehensive Budget 2021-2022, and

WHEREAS, new requirements and opportunities have come to light since the adoption of the budget,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE,

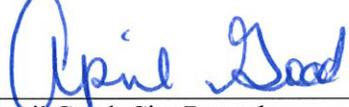
1. Effective October 1, 2021, all previous authorization commitments are rescinded.
2. The number of authorized positions and salary ranges for City employees for the 2021-2022 fiscal year shall become effective on October 1, 2021.
3. The authorized positions list attached hereto as Exhibit A and the salary schedule attached hereto as Exhibit B are approved and adopted.

Passed and adopted this 20th day of September, 2021.



Jim Hagaman, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney

Attachment A

Dept#	Dept	Grade	Job Title	Tot 2022 Emp	2022 Corrected	Tot 2022 Emp (Adj)	Proposed 2022 Emp
41320	Administration	P	City Administrator	1	1	1	1
41321	Administration	O	Asst City Administrator	1	1	1	2
41322	Administration	K	Communication Direc	1	1	1	1
41323	Administration	G	Administrative Assist	1	1	1	1
41324	Administration	G	Special Projects Coordinator	1	0	1	1
41324	Administration	G	Multi-Media Specialis	1	1	1	1
41720	Building & Codes	K	Building Official	1	1	1	1
41721	Building & Codes	G	Building Inspector	3	3	3	3
41722	Building & Codes	F	Codes Enforcement O	2	2	2	2
41723	Building & Codes	E	Codes & Planning As	1	1	1	1
41724	Building & Codes	E	Codes Assistant	1	1	1	1
52318	Engineering	L	City Engineer	1	1	1	1
52319	Engineering	J	Associate Engineer	1	1	1	1
52321	Engineering	G	Development Inspect	4	5	5	5
41800	Facilities	J	Facilities Manager	1	1	1	1
41801	Facilities	B	Janitorial	2	2	2	2
41500	Finance	N	Finance Director	1	1	1	1
41501	Finance	I	City Recorder	1	1	1	1
41502	Finance	I	Senior Accountant	0	0	1	1
41503	Finance	I	Purchasing Agent	1	1	-1	0
41504	Finance	H	Accountant	1	1	-1	0
41505	Finance	H	Bookkeeper	0	0	1	1
41506	Finance	F	Accounts Payable Sp	1	1	1	1
41507	Finance	F	Admin Coordinator	1	1	1	1
41508	Finance	F	Court Clerk	1	1	1	1
41509	Finance	F	Payroll Administrator	1	1	1	1
41510	Finance	D	Accounts Receivable	2	2	2	2
41511	Finance	C	Receptionist	1	1	1	1
42200	Fire	M	Fire Chief	1	1	1	1
42201	Fire	L	Deputy Fire Chief	1	1	1	1
42202	Fire	K	Battalion Chief	3	3	3	3
42203	Fire	J	Fire Marshal	1	1	1	1
42204	Fire	J	Training Officer Fire	1	1	1	1
42205	Fire	I	Fire Captain	10	12	12	12
42206	Fire	I	Capitan of Administr	1	1	1	1

42207 Fire	H	Assistant Fire Marshc	1	1	1
42208 Fire	G	Engineer/Driver	15	15	15
42209 Fire	F	Firefighter	26	23	23
42210 Fire	F	Firefighter / Public Ec	1	1	1
41600 GIS/IT	M	Information Technolo	1	1	1
41601 GIS/IT	I	Network Administrato	2	2	2
41602 GIS/IT	H	Gis Position Or It Spe	2	2	2
41603 GIS/IT	G	Data Analyst	1	1	1
41650 HR	M	Human Resource Dir	1	1	1
41651 HR	G	Human Resource Asi	1	1	1
44800 Library	K	Library Director	1	1	1
44801 Library	I	Assistant Library Dire	1	1	1
44802 Library	H	Library Technician li	2	2	2
44803 Library	G	Circulation Superviso	1	1	1
44804 Library	E	Library Technician 1	1	1	1
44805 Library	D	Library Tech I - Teen	1	1	1
44806 Library	C	Library Technician 1	2	2	2
44807 Library	A	Library Tech	6	6	6
44700 Parks & Recreatio	L	Parks Director	1	1	1
44701 Parks & Recreatio	H	Recreation Manager	1	1	1
44702 Parks & Recreatio	G	Parks Maintenance S	1	1	1
44703 Parks & Recreatio	D	Grounds Keeper	1	1	1
44704 Parks & Recreatio	A	Maintenance Worker	3	3	3
44705 Parks & Recreatio	A	Recreation Assistant	1	1	1
44706 Parks & Recreatio	A	Recreation Workers	2	2	2
41710 Planning & Zoning	L	Planning Director	1	1	1
41710 Planning & Zoning	K	Sr. Planner	0	0	1
41711 Planning & Zoning	I	Associate Planner	1	1	1
41712 Planning & Zoning	E	Planning Assistant	1	1	1
42100 Police	M	Police Chief	1	1	1
42101 Police	L	Deputy Police Chief	2	2	2
42102 Police	K	Police Lieutenant	4	5	5
42103 Police	H	Evidence Manager	1	1	1
42104 Police	H	Police Sergeant	10	10	10
42105 Police	H	Training Officer/Serg	1	1	1
42106 Police	H	Emergency Services	1	1	1
42107 Police	G	Police Detective	6	7	7
42108 Police	G	Training Officer	2	2	2

42109	Police	F	Police Officer	42	40	40	1
42110	Police	F	Office Manager	1	1	1	1
42111	Police	E	Evidence Technician	1	1	1	1
42112	Police	D	Police Records Clerk	1	1	1	1
41990	Risk Management	M	Risk Manager	1	1	1	1
52200	Sewer Plant	K	Wastewater Treatme	1	1	1	1
52201	Sewer Plant	I	Wwtp Maintenance S	1	1	1	1
52202	Sewer Plant	F	Gmt - Press Operatic	2	2	2	2
52203	Sewer Plant	F	Grounds Maintenananc	1	1	1	1
52204	Sewer Plant	F	Lab Technician	2	2	2	2
52205	Sewer Plant	F	Wwtp Maintenance IV	1	1	1	1
52211	Sewer System	K	Wastewater Collectio	1	1	1	1
52212	Sewer System	H	Utility Maintenance S	1	1	1	1
52213	Sewer System	D	Utility Maintenance VI	6	6	6	6
42426	Stormwater	H	Ms4 Stormwater Coo	1	1	1	1
42427	Stormwater	G	Stormwater Crew Chi	1	1	1	1
42428	Stormwater	F	Equipment Operator	1	1	1	1
42429	Stormwater	D	Utility Maintenance VI	3	2	2	2
42425	Stormwater	F	Stormwater Inspector	1	1	1	1
43100	Streets	L	Public Works Director	1	1	1	1
43100	Streets	K	Public Works Superirr	1	1	0	-1
43100	Streets	K	CIP Manager	1	1	1	1
43100	Streets	J	Senior Project Manag	1	1	0	-1
43100	Streets	H	Senior Mechanic	1	1	0	-1
43100	Streets	I	Senior Crew Chief	1	1	1	1
43100	Streets	H	Crew Chiefs	5	5	5	5
43100	Streets	G	Street Maintenance S	4	4	0	-4
43100	Streets	F	Mechanic	2	2	2	2
43100	Streets	F	Traffic Signal Technic	2	2	1	-1
43100	Streets	E	Administrative Assist:	1	1	1	1
43100	Streets	E	Equipment Operator	3	3	4	1
43100	Streets	E	Equipment Operator	1	1	0	-1
43100	Streets	D	Administrative Assist:	1	1	1	1
43100	Streets	D	Maintenance Worker	2	2	2	2
43111	Streets	D	Street Maintenance V	9	11	11	11
52317	Utilities	L	Utility Director	1	1	1	1
52317	Utilities	H	Utility Billing Coordin	1	1	1	1
52100	Water Distribution	K	Water Distribution Su	1	1	1	1

52101	Water Distribution	H	Utility Maintenance S	1	1	1
52102	Water Distribution	G	Utility Maintenance V	1	1	1
52103	Water Distribution	F	Cross Connection Cc	1	1	1
52104	Water Distribution	F	Locator	1	1	1
52105	Water Distribution	E	Utility Maintenance V	3	3	3
52106	Water Distribution	D	Assistant Cross Contr	1	1	1
52107	Water Distribution	D	Utility Maintenance V	2	2	2
52110	Water Plant	K	Water Treatment Plai	1	1	1
52111	Water Plant	J	Assistant Water Trea	1	1	1
52112	Water Plant	G	Water Quality Techni	1	1	1
52113	Water Plant	F	Plant Maintenance M	1	1	1
52114	Water Plant	F	Senior Water Treatm	2	2	2
52115	Water Plant	E	Water Treatment Plai	4	4	4
				278	2	282
					280	

Attachment B

Dept#	Dept	Grade	Job Title	Vacant 2021	New 2022	Tot 2022 Emp		
41320	Administration	P	City Administrator	1	0	1		
		O	Asst City Administrator	1	0	1		
		K	Communication Director	1	0	1		
		G	Administrative Assistant To City Administrator	0	0	1		
41500	Finance		Multi-Media Specialist	0	0	1		
		N	Finance Director	0	0	1		
		I	City Recorder	0	0	1		
			Purchasing Agent	1	0	1		
		H	Accountant	0	0	1		
		F	Accounts Payable Specialist	0	0	1		
			Admin Coordinator	0	0	1		
			Court Clerk	0	0	1		
			Payroll Administrator	0	0	1		
			Accounts Receivable Specialist	0	0	2		
41600	GIS/IT	D	Accounts Receivable Specialist	0	0	2		
		H	Utility Billing Coordinator	0	0	1		
		M	Information Technology Director	0	0	1		
		I	Network Administrator	0	0	2		
		H	GIS Position Or It Specialist	2	0	2		
		G	Data Analyst	0	1	1		
		M	Human Resource Director	0	0	1		
		G	Human Resource Assistant	0	0	1		
		L	Planning Director	0	0	1		
		I	Associate Planner	0	0	1		
41710	Planning & Zoning	E	Planning Assistant	0	0	1		
		K	Building Official	0	0	1		
		G	Building Inspector	0	0	3		
		F	Codes Enforcement Officer	0	1	2		
		E	Codes & Planning Assistant	0	0	1		
			Codes Assistant	0	0	1		
		J	Facilities Manager	0	0	1		
		B	Janitorial	0	0	2		
		41720	Building & Codes		Building Inspector	0	0	3
				F	Codes Enforcement Officer	0	1	2
E	Codes & Planning Assistant			0	0	1		
	Codes Assistant			0	0	1		
J	Facilities Manager			0	0	1		
B	Janitorial			0	0	2		
41800	Facilities				Building Inspector	0	0	3
				F	Codes Enforcement Officer	0	1	2
				E	Codes & Planning Assistant	0	0	1
					Codes Assistant	0	0	1
		J	Facilities Manager	0	0	1		
		B	Janitorial	0	0	2		

43100 Streets	G	Street Maintenance Supervisor	0	0	0	4
	F	Mechanic	0	1	0	2
		Traffic Signal Technician	0	0	0	2
	E	Administrative Assistant	0	0	0	1
		Equipment Operator Ii	0	0	0	3
		Equipment Operator Ii	0	0	0	1
	D	Administrative Assistant	0	1	0	1
		Maintenance Worker	2	0	0	2
		Street Maintenance Worker	0	0	0	9
44500 Community Services	L	Community Services Director	0	0	0	1
44700 Parks & Recreation	L	Parks Director	0	0	0	1
	H	Recreation Manager	0	0	0	1
	G	Parks Maintenance Superintendent	0	0	0	1
	D	Grounds Keeper	0	0	0	1
	A	Maintenance Worker	0	0	0	3
		Recreation Assistant	0	0	0	1
		Recreation Workers	0	0	0	2
44800 Library	K	Library Director	0	0	0	1
	I	Assistant Library Director	0	0	0	1
	H	Library Technician Ii	0	0	0	2
	G	Circulation Supervisor	0	0	0	1
	E	Library Technician 1	0	0	0	1
	D	Library Tech I - Teen Coordinator	0	0	0	1
	C	Library Technician 1	0	0	0	2
	A	Library Tech	0	0	0	6
52100 Water Distribution	K	Water Distribution Superintendent	0	0	0	1
	H	Utility Maintenance Supervisor	0	0	0	1
	G	Utility Maintenance Worker Iii	0	0	0	1
	F	Cross Connection Coordinator	0	0	0	1
		Locator	0	0	0	1
	E	Utility Maintenance Worker Ii	0	0	0	3
	D	Assistant Cross Connection Coor	0	0	0	1
		Utility Maintenance Worker	0	0	0	2
52110 Water Plant	K	Water Treatment Plant Superintendent	0	0	0	1

52110 Water Plant	J	Assistant Water Treatment Plant Superintendent	0	0	1
	G	Water Quality Technician	0	0	1
	F	Plant Maintenance Mechanic	0	0	1
		Senior Water Treatment Plant Operator	0	0	2
	E	Water Treatment Plant Operator	0	0	4
52200 Sewer Plant	K	Wastewater Treatment Plant Superintendent	0	0	1
	I	Wwtp Maintenance Supervisor	0	0	1
	F	Gmt - Press Operator	0	0	2
		Grounds Maintenance Technician	0	0	1
		Lab Technician	0	0	2
		Wwtp Maintenance Mechanic	0	0	1
52211 Sewer System	K	Wastewater Collections Superintendent	0	0	1
	H	Utility Maintenance Supervisor	0	0	1
	D	Utility Maintenance Worker	0	2	6
52317 Utilities	N	Utility Director	1	0	1
52318 Engineering	L	City Engineer	1	0	1
	J	Associate Engineer	0	0	1
	H	Utility Inspection Supervisor	0	0	1
	G	Utility Inspector	0	1	4
41990 Risk Management	M	Risk Manager	0	1	1
Grand Total			21	12	281