

# CITY OF SOMERVILLE

ORDINANCE NO. 2022-\_\_\_\_\_

In City Council June \_\_\_\_, 2022

Be it ordained by the Board of Aldermen, in session assembled, that Sections 2-322 and Sections 2-323 of Chapter 2 of the Code of Ordinances of the City of Somerville are hereby stricken in their entirety and replaced with the following:

## Section 2-322. Salary ranges established.

Pursuant to the 2016 study of the municipal compensation advisory board, effective July 1, 2016, there is hereby established the following categories and associated salaries for non-union positions identified as NU1 – N14 and grade steps 1 – 16. This scale may be updated annually by the Mayor, so as to maintain the viability of the scale. Effective, July 1, 2022 the scale has been updated to add a twenty-first (21<sup>st</sup>) step at the end of the scale.

| Grade Step | NU1           | NU2          | NU3          | NU4          | NU5          | NU6          | NU7          |
|------------|---------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 1          | \$140,000.00  | \$130,000.00 | \$120,000.00 | \$110,000.00 | \$100,000.00 | \$ 90,000.00 | \$ 85,000.00 |
| 2          | \$142,800.00  | \$132,600.00 | \$122,400.00 | \$112,200.00 | \$102,000.00 | \$ 91,800.00 | \$ 86,700.00 |
| 3          | \$145,656.00  | \$135,252.00 | \$124,848.00 | \$114,444.00 | \$104,040.00 | \$ 93,636.00 | \$ 88,434.00 |
| 4          | \$148,569.12  | \$137,957.04 | \$127,344.96 | \$116,732.88 | \$106,120.80 | \$ 95,508.72 | \$ 90,202.68 |
| 5 (min)    | \$151,540.50  | \$140,716.18 | \$129,891.86 | \$119,067.54 | \$108,243.22 | \$ 97,418.89 | \$ 92,006.73 |
| 6          | \$154,571.31  | \$143,530.50 | \$132,489.70 | \$121,448.89 | \$110,408.08 | \$ 99,367.27 | \$ 93,846.87 |
| 7          | \$157,662.74  | \$146,401.11 | \$135,139.49 | \$123,877.87 | \$112,616.24 | \$101,354.62 | \$ 95,723.81 |
| 8          | \$160,815.99  | \$149,329.14 | \$137,842.28 | \$126,355.42 | \$114,868.57 | \$103,381.71 | \$ 97,638.28 |
| 9          | \$164,032.31  | \$152,315.72 | \$140,599.13 | \$128,882.53 | \$117,165.94 | \$105,449.34 | \$ 99,591.05 |
| 10         | \$167,312.96  | \$155,362.03 | \$143,411.11 | \$131,460.18 | \$119,509.26 | \$107,558.33 | \$101,582.87 |
| 11         | \$170,659.22  | \$158,469.27 | \$146,279.33 | \$134,089.39 | \$121,899.44 | \$109,709.50 | \$103,614.53 |
| 12         | \$174,072.40  | \$161,638.66 | \$149,204.92 | \$136,771.17 | \$124,337.43 | \$111,903.69 | \$105,686.82 |
| 13         | \$177,553.85  | \$164,871.43 | \$152,189.02 | \$139,506.60 | \$126,824.18 | \$114,141.76 | \$107,800.55 |
| 14         | \$181,104.93  | \$168,168.86 | \$155,232.80 | \$142,296.73 | \$129,360.66 | \$116,424.60 | \$109,956.56 |
| 15         | \$184,727.03  | \$171,532.24 | \$158,337.45 | \$145,142.66 | \$131,947.88 | \$118,753.09 | \$112,155.69 |
| 16         | \$188,421.57  | \$174,962.88 | \$161,504.20 | \$148,045.52 | \$134,586.83 | \$121,128.15 | \$114,398.81 |
| 17         | \$192,190.00  | \$178,462.14 | \$164,734.28 | \$151,006.43 | \$137,278.57 | \$123,550.71 | \$116,686.78 |
| 18         | \$196,033.80  | \$182,031.38 | \$168,028.97 | \$154,026.56 | \$140,024.14 | \$126,021.73 | \$119,020.52 |
| 19         | \$ 199,954.47 | \$185,672.01 | \$171,389.55 | \$157,107.09 | \$142,824.62 | \$128,542.16 | \$121,400.93 |
| 20         | \$203,953.56  | \$189,385.45 | \$174,817.34 | \$160,249.23 | \$145,681.11 | \$131,113.00 | \$123,828.95 |
| 21 (max)   | \$208,032.63  | \$193,173.16 | \$178,313.69 | \$163,454.22 | \$148,594.73 | \$133,735.26 | \$126,305.53 |

| Grade Step | NU8          | NU9          | NU10         | NU11         | NU12         | NU13         | NU14         |
|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 1          | \$ 80,000.00 | \$ 75,000.00 | \$ 65,000.00 | \$ 60,000.00 | \$ 50,000.00 | \$ 45,000.00 | \$ 40,000.00 |
| 2          | \$ 81,600.00 | \$ 76,500.00 | \$ 66,300.00 | \$ 61,200.00 | \$ 51,000.00 | \$ 45,900.00 | \$ 40,800.00 |
| 3          | \$ 83,232.00 | \$ 78,030.00 | \$ 67,626.00 | \$ 62,424.00 | \$ 52,020.00 | \$ 46,818.00 | \$ 41,616.00 |
| 4          | \$ 84,896.64 | \$ 79,590.60 | \$ 68,978.52 | \$ 63,672.48 | \$ 53,060.40 | \$ 47,754.36 | \$ 42,448.32 |
| 5 (min)    | \$ 86,594.57 | \$ 81,182.41 | \$ 70,358.09 | \$ 64,945.93 | \$ 54,121.61 | \$ 48,709.45 | \$ 43,297.29 |
| 6          | \$ 88,326.46 | \$ 82,806.06 | \$ 71,765.25 | \$ 66,244.85 | \$ 55,204.04 | \$ 49,683.64 | \$ 44,163.23 |
| 7          | \$ 90,092.99 | \$ 84,462.18 | \$ 73,200.56 | \$ 67,569.75 | \$ 56,308.12 | \$ 50,677.31 | \$ 45,046.50 |
| 8          | \$ 91,894.85 | \$ 86,151.43 | \$ 74,664.57 | \$ 68,921.14 | \$ 57,434.28 | \$ 51,690.86 | \$ 45,947.43 |
| 9          | \$ 93,732.75 | \$ 87,874.45 | \$ 76,157.86 | \$ 70,299.56 | \$ 58,582.97 | \$ 52,724.67 | \$ 46,866.38 |
| 10         | \$ 95,607.41 | \$ 89,631.94 | \$ 77,681.02 | \$ 71,705.55 | \$ 59,754.63 | \$ 53,779.17 | \$ 47,803.70 |
| 11         | \$ 97,519.55 | \$ 91,424.58 | \$ 79,234.64 | \$ 73,139.67 | \$ 60,949.72 | \$ 54,854.75 | \$ 48,759.78 |
| 12         | \$ 99,469.94 | \$ 93,253.07 | \$ 80,819.33 | \$ 74,602.46 | \$ 62,168.72 | \$ 55,951.84 | \$ 49,734.97 |
| 13         | \$101,459.34 | \$ 95,118.13 | \$ 82,435.72 | \$ 76,094.51 | \$ 63,412.09 | \$ 57,070.88 | \$ 50,729.67 |
| 14         | \$103,488.53 | \$ 97,020.50 | \$ 84,084.43 | \$ 77,616.40 | \$ 64,680.33 | \$ 58,212.30 | \$ 51,744.27 |
| 15         | \$105,558.30 | \$ 98,960.91 | \$ 85,766.12 | \$ 79,168.73 | \$ 65,973.94 | \$ 59,376.54 | \$ 52,779.15 |
| 16         | \$107,669.47 | \$100,940.13 | \$ 87,481.44 | \$ 80,752.10 | \$ 67,293.42 | \$ 60,564.08 | \$ 53,834.73 |
| 17         | \$109,822.86 | \$102,958.93 | \$ 89,231.07 | \$ 82,367.14 | \$ 68,639.29 | \$ 61,775.36 | \$ 54,911.43 |
| 18         | \$112,019.31 | \$105,018.11 | \$ 91,015.69 | \$ 84,014.49 | \$ 70,012.07 | \$ 63,010.86 | \$ 56,009.66 |
| 19         | \$114,259.70 | \$107,118.47 | \$ 92,836.01 | \$ 85,694.77 | \$ 71,412.31 | \$ 64,271.08 | \$ 57,129.85 |
| 20         | \$116,544.89 | \$109,260.84 | \$94,692.73  | \$87,408.67  | \$72,840.56  | \$65,556.50  | \$58,272.45  |
| 21 (max)   | \$118,875.79 | \$111,446.06 | \$96,586.58  | \$89,156.84  | \$74,297.37  | \$66,867.63  | \$59,437.90  |

Section 2-323. Salary ranges.

The City Council shall annually appropriate a sum of money sufficient to pay the salaries of the several officers of the City in accordance with the salary range determined by the municipal compensation advisory board, as amended:

Elected City Officials

|                               |                            |
|-------------------------------|----------------------------|
| Mayor                         | <u>Salary</u><br>\$180,000 |
| President of the City Council | \$ 45,000                  |
| Councilor                     | \$ 40,000                  |
| School Committee Chair        | \$ 17,500                  |
| School Committee              | \$ 15,000                  |

Non-elected City Positions

|   |                      |
|---|----------------------|
| Chief Administrative Officer                    | <u>Grade</u><br>NU01 |
| City Solicitor                                  | NU01                 |
| Director of Infrastructure and Asset Management | NU01                 |

|   |                 |
|---|-----------------|
| Director of Inspectional Services                               | NU01            |
| Executive Director of OSPCD                                     | NU01            |
| Finance Director/City Auditor                                   | NU01            |
| Chief Information Officer                                       | NU02            |
| Director of Communications                                      | NU02            |
| Director of Human Resources                                     | NU02            |
| Chief of Staff  | NU03            |
| Commissioner of DPW   | NU03            |
| Director of Capital Projects                                    | NU03            |
| Director of Engineering   | NU03            |
| Director of Parking   | NU03            |
| Director of Water and Sewer                                     | NU03            |
| Chief Assessor and Chairman Board of Assessors                  | NU04            |
| Chief Labor Counsel   | NU04            |
| City Clerk  | NU04            |
| Deputy City Solicitor   | NU04            |
| Deputy Director of Human Resources                              | NU04            |
| <del>Director of Accessibility, Transparency &amp; Access</del> | <del>NU04</del> |
| Director of Economic Development                                | NU04            |
| Director of Engineering   | NU04            |
| Director of Finance and Community Development                   | NU04            |
| Director of Health and Human Services                           | NU04            |
| Director of Housing   | NU04            |
| Director of Intergovernmental Affairs                           | NU04            |
| Director of Libraries   | NU04            |
| Director of Mobility  | NU04            |
| Director of the Office of Housing Stability                     | NU04            |
| Director of DPW Operations                                      | NU04            |
| Director of Planning and Zoning                                 | NU04            |
| Director of Public Space and Urban Forestry                     | NU04            |
| Director of Racial and Social Justice                           | NU04            |
| Director of SomerStat   | NU04            |
| Treasurer/Collector   | NU04            |
| Assistant City Solicitor  | NU05            |
| Assistant Director of Housing/Housing Counsel                   | NU05            |
| Budget Director   | NU05            |
| Chief Procurement Officer                                       | NU05            |
| Deputy City Auditor/Assistant Finance Director                  | NU05            |
| Deputy Director of Capital Projects                             | NU05            |
| Deputy Director of Economic Development                         | NU05            |
| Deputy Director of Engineering Projects                         | NU05            |
| Deputy Director of Engineering Services                         | NU05            |
| Deputy Director of Inspectional Services                        | NU05            |
| Deputy Director of IT   | NU05            |
| Director of Constituent Services                                | NU05            |
| Director of Grants and External Funds                           | NU05            |

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| Director of the Office of Sustainability and Environment | NU05 |
| Director of Parks and Recreation                         | NU05 |
| Director of SomerViva Office of Immigrant Affairs        | NU05 |
| Special Counsel  | NU05 |
| Superintendent of Buildings and Custodians               | NU05 |
| Superintendent of Grounds                                | NU05 |
| Superintendent of Highway                                | NU05 |
| Superintendent of Sewer                                  | NU05 |
| Superintendent of Water                                  | NU05 |
| Web Content and Development Director                     | NU05 |
| Deputy Director of Communications                        | NU06 |
| Deputy Director of Planning and Zoning                   | NU06 |
| Director of Arts Council                                 | NU06 |
| Director of Finance and Administration                   | NU06 |
| Manager of Accounts Payable                              | NU06 |
| Payroll Director   | NU06 |
| Senior IT Specialist                                     | NU06 |
| Senior Project Manager                                   | NU06 |
| Strategic Planning and Equity Manager                    | NU06 |
| 311 Systems Administrator                                | NU07 |
| Building Improvements Manager                            | NU07 |
| Chairman of Elections                                    | NU07 |
| Clean Green Program Manager                              | NU07 |
| Deputy Director of Health and Human Services             | NU07 |
| Deputy Director of Libraries                             | NU07 |
| Deputy Director of Racial and Social Justice             | NU07 |
| Fleet Manager  | NU07 |
| Housing Grants Manager                                   | NU07 |
| HRIS Project Manager                                     | NU07 |
| Legislative Liaison                                      | NU07 |
| Network Manager  | NU07 |
| Policy Analyst   | NU07 |
| Preventive Maintenance Manager                           | NU07 |
| Project Manager  | NU07 |
| Senior Engineer  | NU07 |
| Senior Planner   | NU07 |
| Senior Zoning Review Planner                             | NU07 |
| Traffic Engineer   | NU07 |
| Assistant City Clerk                                     | NU08 |
| Benefits Manager   | NU08 |
| Climate Change Program Manager                           | NU08 |
| Commercial Assessor                                      | NU08 |
| Community Preservation Act Manager                       | NU08 |
| Construction Project Manager                             | NU08 |
| Deputy Director of the Office of Housing Stability       | NU08 |
| Digital Innovation Officer                               | NU08 |

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| Director of Council on Aging                            | NU08 |
| Director of Parks and Recreation Operations             | NU08 |
| Director of SomerPromise                                | NU08 |
| Director of Veterans' Services                          | NU08 |
| Energy Manager  | NU08 |
| GIS Coordinator   | NU08 |
| Housing Development Program Manager                     | NU08 |
| Human Resources Manager                                 | NU08 |
| Mental Health Services Manager                          | NU08 |
| Principal Analyst                                       | NU08 |
| Racial and Social Justice Coordinator                   | NU08 |
| Recruitment Manager                                     | NU08 |
| Senior Crime Analyst                                    | NU08 |
| Service Operations Manager                              | NU08 |
| Small Business Permitting Liaison                       | NU08 |
| Tree Warden   | NU08 |
| Web Content Administrator                               | NU08 |
| Web Content Writer                                      | NU08 |
| Accountant/Business Analyst                             | NU09 |
| ADA Coordinator   | NU09 |
| Analyst   | NU09 |
| Applications Support Specialist                         | NU09 |
| Assistant Tax Collector                                 | NU09 |
| Budget Analyst  | NU09 |
| Case Manager Supervisor                                 | NU09 |
| Clean Green Project Manager                             | NU09 |
| Client Services Manager                                 | NU09 |
| Clinical Youth Specialist                               | NU09 |
| Community Outreach and Harm Reduction Director          | NU09 |
| Construction Liaison and Compliance Manager             | NU09 |
| Cultural Director                                       | NU09 |
| Deputy Chief Procurement Officer                        | NU09 |
| Director of City Cable Operations                       | NU09 |
| Director of Office of Food Access & Healthy Communities | NU09 |
| Director of Prevention Services                         | NU09 |
| Director of Youth Services                              | NU09 |
| DPW Administrative Assistant                            | NU09 |
| Economic Development Assistant                          | NU09 |
| Environmental Program Manager                           | NU09 |
| Financial Analyst                                       | NU09 |
| Housing Policy Coordinator                              | NU09 |
| Inclusionary Housing Program Manager                    | NU09 |
| ISD Liaison   | NU09 |
| Junior Engineer   | NU09 |
| Lead Executive Administrative Assistant                 | NU09 |

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|---|------|
| Legal Services Coordinator and Immigration Policy Analyst | NU09 |
| Manager of Employment Safety and Training                 | NU09 |
| Manager of Residential Assessments                        | NU09 |
| Parking Clerk/Director of Operations                      | NU09 |
| Planner   | NU09 |
| Project Assistant   | NU09 |
| Project Specialist  | NU09 |
| RSJ Investigator  | NU09 |
| Senior Procurement Manager                                | NU09 |
| Public Information Officer                                | NU09 |
| Senior Accountant   | NU09 |
| Sustainability Planner                                    | NU09 |
| Tax Title Attorney  | NU09 |
| Workforce Development Coordinator                         | NU09 |
| Accountant  | NU10 |
| Arts Development Manager                                  | NU10 |
| Assessor Analyst  | NU10 |
| Benefits Specialist                                       | NU10 |
| Billing Manager   | NU10 |
| Call Center Manager                                       | NU10 |
| Construction Procurement Manager                          | NU10 |
| Construction Public Information Officer                   | NU10 |
| Executive Administrative Assistant                        | NU10 |
| Health Communications Officer                             | NU10 |
| Internal Auditor  | NU10 |
| IT Specialist   | NU10 |
| Pool Manager  | NU10 |
| Procurement Analyst                                       | NU10 |
| Programmer  | NU10 |
| Sales/Personal Property Analyst                           | NU10 |
| Accounting Analyst  | NU11 |
| Archivist   | NU11 |
| Arts Coordinator and Kitchen Manager                      | NU11 |
| Arts Coordinator and Office Manager                       | NU11 |
| Assistant Pool Manager                                    | NU11 |
| Case Manager  | NU11 |
| Clean Green Project Coordinator                           | NU11 |
| Clinical Coordinator                                      | NU11 |
| Commissions Coordinator                                   | NU11 |
| Community Engagement Specialist                           | NU11 |
| Community Services Manager                                | NU11 |
| Crime Analyst   | NU11 |
| Customer Experience Manager                               | NU11 |
| Data Analyst  | NU11 |
| Director of Tobacco Control                               | NU11 |
| Events Manager  | NU11 |

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|--|------|
| Facilities Manager of Ice Rink         | NU11 |
| Floor Supervisor                       | NU11 |
| Grant Writer                           | NU11 |
| Housing Intake Coordinator             | NU11 |
| Housing Programs Coordinator           | NU11 |
| Housing Rehab Program Manager          | NU11 |
| Human Resources Generalist             | NU11 |
| Inclusionary Housing Specialist        | NU11 |
| ISD Paralegal                          | NU11 |
| IT Communications Specialist           | NU11 |
| Legal Administrative Assistant         | NU11 |
| LGBTQ+ Services Coordinator            | NU11 |
| Out of School Time Coordinator         | NU11 |
| Community Outreach Coordinator         | NU11 |
| Paralegal/Legal Assistant              | NU11 |
| Payroll Coordinator                    | NU11 |
| Project Analyst                        | NU11 |
| Program Compliance Officer             | NU11 |
| Program Director                       | NU11 |
| Quality Manager                        | NU11 |
| Specialized Program Coordinator        | NU11 |
| Senior Program Director                | NU11 |
| Healthy Communities Coordinator        | NU11 |
| Social Worker                          | NU11 |
| SomerPromise Coordinator               | NU11 |
| Program Specialist                     | NU11 |
| Recruiter                              | NU11 |
| Tax Title Administrative Assistant     | NU11 |
| Veterans' Benefits Administrator       | NU11 |
| Water and Sewer Systems Analyst        | NU11 |
| Youth Arts Coordinator                 | NU11 |
| Youth and Family Resource Navigator    | NU11 |
| Administrative Assistant               | NU12 |
| Assistant Archivist                    | NU12 |
| Director of Historic Preservation      | NU12 |
| Grants Analyst                         | NU12 |
| Health and Wellness Coordinator        | NU12 |
| Housing Intake Specialist              | NU12 |
| Human Resources Assistant              | NU12 |
| Outreach Coordinator                   | NU12 |
| Program Coordinator                    | NU12 |
| Project Assistant CIT TTAC             | NU12 |
| Senior Customer Service Representative | NU12 |
| Support Services Technician            | NU12 |
| Victim Witness Advocate                | NU12 |
| Center Director                        | NU13 |

|                                 |      |
|---------------------------------|------|
| Cultural Culinary Coordinator   | NU13 |
| Customer Service Representative | NU13 |
| Hearing Officer                 | NU13 |
| Home Visitor                    | NU13 |
| Records Clerk                   | NU13 |
| Facilities Laborer Ice Rink     | NU14 |
| Health Assistant                | NU14 |

Approved:

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President, City Council

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Mayor