

ORDINANCE NO: 2024-15
AN ORDINANCE AMENDING ORDINANCE NO. 2023-34,
2023-18, 2022-45, 2022-32, 2022-21 TO EXPAND
AND REDEFINE THE JOB CLASSIFICATION AND COMPENSATION PLAN
IN ORDER TO ENHANCE EFFICIENT MANAGEMENT
WITHIN THE DEPARTMENTS OF THE CITY OF MOUNTAIN HOME

WHEREAS, the Job Classification and Compensation Plan was adopted in 1996 and has served the City well since that time; and,

WHEREAS, the Job Classification and Compensation Plan recommends the classification system be reviewed no less than every three years for continuity and fairness; and,

WHEREAS, adjustments need to be made to meet the needs of the departments of the City of Mountain Home;

NOW, THEREFORE, BE IT ORDAINED
BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME:

SECTION 1: It is in the economic interest of the City of Mountain Home to amend the Job Classification and Compensation Plan as it relates to the following:

“ADDITION OF GRADE 35 STEPS 0 – 11 EXEMPT STATUS
EXISTING GRADE 18 STEPS 0-14 BECOME NON EXEMPT STATUS”


SECTION 2: That the positions currently listed as Grade 18 Exempt be moved to the newly created Grade 35, excepting Building Official, which will remain Grade 18.

SECTION 3: That newly created positions of Aquatics Administrator (Grade 19), Recreation & Sports Activity Manager (Grade 18), Outdoor Recreation Programmer (Grade 12), Recreation Programmer (Grade 12), Sports Field Specialist (Grade 8), Lead Lifeguard (Grade 8), Front Desk Attendant (Grade 8), Custodian (Grade 6), Grant Writer (PT Grade 5) and PT Front Desk Attendant (Grade 2) be added to the Position Classification Table. That Youth Program Coordinator (Grade 12), Recreation Program

Coordinator (Grade 12) be removed. And Maintenance & Building Coordinator (Grade 8) be changed to Building & Maintenance Lead.

SECTION 4: That all other provisions of the Job Classification and Compensation Plan of the City of Mountain Home shall remain in full force and effect unless specifically changed by the provisions of this Ordinance.

PASSED AND APPROVED THIS 19TH DAY OF SEPTEMBER, 2024.



HILLREY ADAMS, MAYOR

ATTEST:



SCOTT LILES, CITY CLERK



Table 4
Position Classifications – 2024

GRADE 39 – EXEMPT

Director – Fire Services
Director – Police Services
Director – Parks & Recreation Services
Director – Finance and Treasury
Director – Public Works
Director – Planning & Engineering

GRADE 37 – EXEMPT

Engineer

GRADE 36 – EXEMPT

Assistant Police Chief
Assistant Fire Chief
Assistant Director

GRADE 35 – EXEMPT

Chief Financial Officer
Human Resources Coordinator
Manager
Parks Administrative Manager

GRADE 19 – NON-EXEMPT

Aquatics Administrator

GRADE 18 – NON-EXEMPT

Recreation & Sports Activity Manager
Building Official

GRADE 17 – NON-EXEMPT

Chief Deputy Treasurer
Chief Court Clerk

GRADE 16 – NON-EXEMPT

Deputy Treasurer
Computer & Software Technician

GRADE 15 – NON-EXEMPT

Fire Marshal – Fire Department

GRADE 14 – NON-EXEMPT

Battalion Chief – Fire Department
Plant Supervisor
Warehouse Supervisor
Foreman with Water/Wastewater IV
Maintenance Supervisor
Buildings Supervisor
Grounds Supervisor
Inspector – Fire Department

GRADE 14 – NON-EXEMPT (cont.)

CAD Draftsman
Office Manager / Inventory Comptroller
Patrol Lieutenant
SRO Lieutenant
CID Lieutenant

GRADE 13 – NON-EXEMPT

Captain – Fire Department
Patrol Sergeant
CID Sergeant
SRO Sergeant

GRADE 12 – NON-EXEMPT

Lieutenant – Fire Department
Foreman
Assistant Supervisor
Office Manager
Chief Deputy Court Clerk
Water/Wastewater IV
Operations Manager
~~Youth Center Program Coordinator~~
~~Recreation Program Coordinator~~
Patrol Corporal
CID Corporal
SRO Corporal
Code Enforcement Officer
Stores & Maintenance Clerk
~~Outdoor Recreation Programmer~~
~~Recreation Programmer~~

GRADE 11 – NON-EXEMPT

Engineer – Fire Department
Lab Tech
Water/Wastewater III
Patrol First Class
CID First Class
School Resource Officer First Class

GRADE 10 – NON-EXEMPT

Firefighter
Plumbing Inspector
Patrol Officer
Probation Officer / Work Release Coordinator
Equipment Operator
Concrete Finisher
Mechanic
Maintenance Operator
Communications Supervisor, Sergeant
CID Investigator
School Resource Officer

Table 4 Position Classifications – 2024

(CONT. PG.2)

GRADE 9 – NON-EXEMPT

Mayor's Secretary
Apprentice Operator / Water Treatment/Sewer Treatment
Communications Supervisor, Corporal

GRADE 8 – NON-EXEMPT

Secretary
Administrative Secretary
District Court Clerk
Billing Clerk
Communications Officer
Communications Officer/Secretary
~~Maintenance & Building Coordinator~~
Inventory Clerk
Meter Maintenance
Laborer/Truck Driver With CDL
Sports Field Specialist
Lead Lifeguard
Front Desk Attendant
Building & Maintenance Lead

GRADE 7 – NON-EXEMPT

Facility Maintenance

GRADE 6 – NON-EXEMPT

Clerk / Receptionist
Laborer
Custodian

TABLE II

Part-Time / Seasonal

GRADE 5

Code Enforcement Officer
Pool Manager
Patrol Officer
Grant Writer

GRADE 4

Assistant Pool Manager

GRADE 3

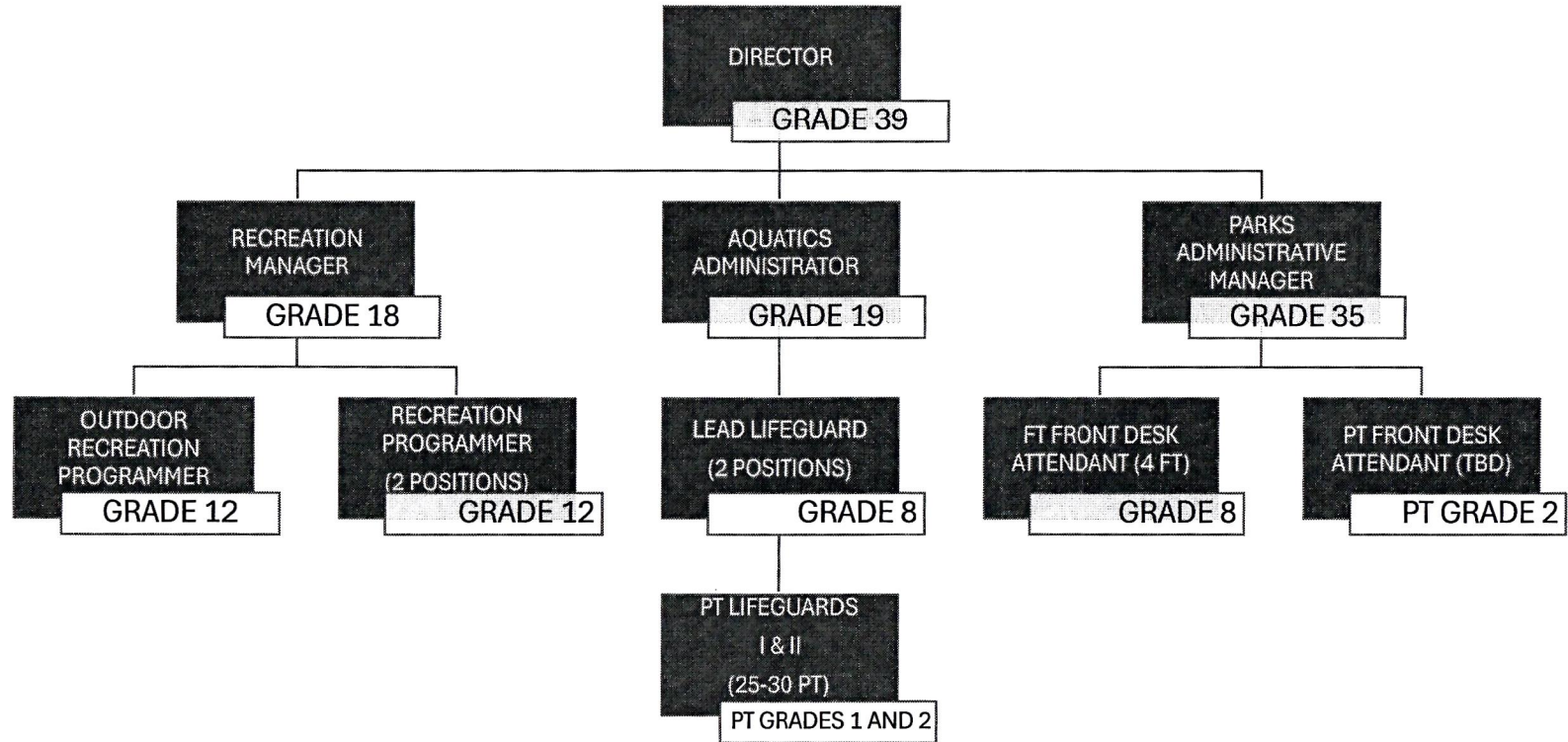
Radio Dispatcher

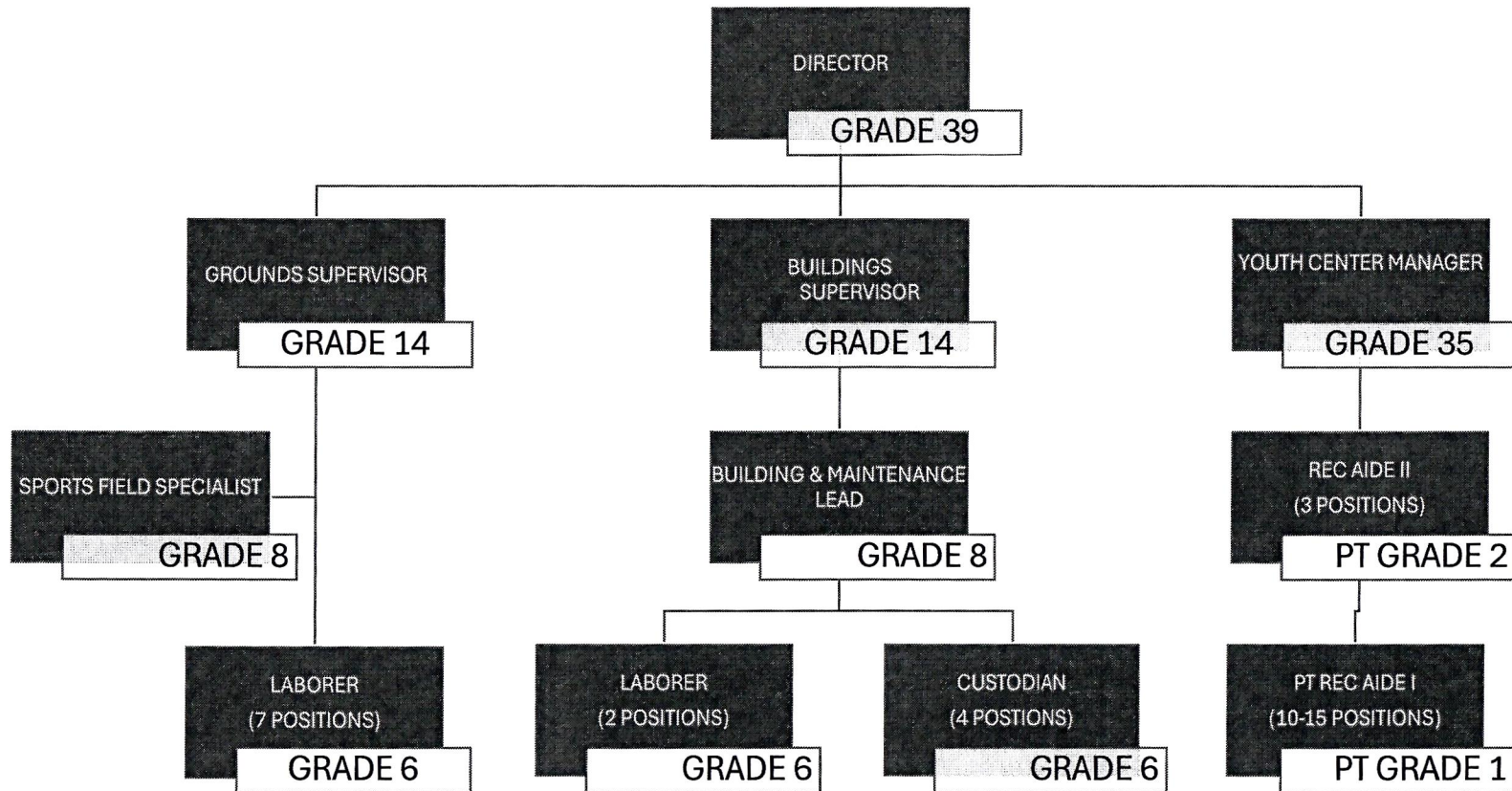
GRADE 2

Clerk/Receptionist
Lifeguard II
Recreation Aide II
Laborer
Front Desk Attendant

GRADE 1

Lifeguard I
Recreation Aide I





CITY OF MOUNTAIN HOME 2025 WAGE SCALE

	STEP 0	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15
GRADE	BIYEARLY	BIYEARLY	BIYEARLY	BIYEARLY	BIYEARLY	BIYEARLY	BIYEARLY	ANNUAL	ANNUAL	ANNUAL	ANNUAL	ANNUAL	ANNUAL	ANNUAL	ANNUAL	ANNUAL
6	15.14	15.88	16.61	17.35	18.10	18.35	18.60	19.05	19.88	20.34	20.84	21.19				
7	15.32	16.14	16.95	17.76	18.58	18.84	19.08	19.47	19.97	20.47	21.00	21.52				
8	15.48	16.36	17.27	18.17	19.07	19.47	19.78	20.14	20.52	20.88	21.22	21.61				
9	16.17	17.06	18.01	18.92	19.76	20.18	20.61	21.04	21.43	21.85	22.27	22.73				
10	16.93	17.82	18.70	19.62	20.57	20.94	21.37	21.78	22.19	22.58	23.02	23.45	23.83			
11	17.68	18.61	19.55	20.41	21.33	22.24	22.59	23.02	23.44	23.80	24.21	24.62	25.02			
12	18.56	19.47	20.36	21.24	22.17	23.05	23.50	23.97	24.40	24.85	25.30	25.76	26.28			
13	19.46	20.33	21.22	22.16	23.04	23.94	24.38	24.84	25.25	25.75	26.20	26.64	27.12	27.58		
14	20.36	21.24	22.17	23.05	23.97	24.85	25.34	25.87	26.39	26.87	27.37	27.89	28.39	28.97		
15	21.33	22.23	23.11	24.03	24.91	25.81	26.73	27.28	27.78	28.27	28.84	29.34	29.84	30.40		
16	22.30	23.19	24.10	25.03	25.93	26.78	27.71	28.23	28.76	29.30	29.77	30.31	30.88	31.38	31.92	
17	23.37	24.25	25.14	26.02	26.93	27.87	28.75	29.67	30.19	30.72	31.30	31.82	32.37	32.91	33.41	
18	24.42	25.57	26.70	27.86	28.96	29.98	30.72	31.58	32.12	32.62	33.09	33.61	34.07	34.53	35.05	
19	25.57	26.44	27.36	28.25	29.16	30.07	30.99	31.86	32.74	33.69	34.15	34.66	35.16	35.64	36.16	36.75
35	28.20	29.53	30.86	32.22	33.51	34.72	35.59	36.59	37.22	37.82	38.39	39.01				
36	33.27	33.82	34.38	34.91	35.50	36.06	36.61	37.17	37.75	38.29	38.88	39.41				
37	33.95	34.68	35.48	35.93	36.39	36.88	37.33	37.80	38.21	38.68	39.13	39.60	40.10			
39	34.86	35.42	35.97	36.51	37.09	37.65	38.20	38.77	39.34	39.88	40.48	41.00				

ven biyearly up to Step 6 and annually after until reaching highest Step in Grade.

POLICE OFFICER CERTIFICATION					
INTERMEDIATE CERTIFICATE	\$.25 PER HOUR	ADVANCED CERTIFICATE	\$.50 PER HOUR ADDL. (\$.75)	SENIOR CERTIFICATE	\$.75 PER HOUR ADDL. (\$1.50)