



STAFF REPORT

City of Alabaster

1953 Municipal Way

Alabaster, AL 35007

Submitted By:

Tracy Worley, HR Director

Council Meeting Date:

2.6.2026

Agenda Item Description:

Request Council to approve Classification Plan for Alabaster Water effective 3.1.2026

Agenda Item Requestor:

Tracy Worley, HR Director

Summary/Background:

Acquisition of Alabaster Waterboard into the city's standard classification plan. Total headcount 36 FTE and 1 PT

Financial Impact:

(Memo from Finance Dir.)

Utility Meter Reader	Grade 12 (3 FTE)
Field Service Technician Grade 14 (7 FTE)	
Utility Customer Service Representative (Utilities) Grade 15 (3 FTE)	
SR Utility Meter Reader – Grade 15 (1 FTE)	
Field Service Technician II - Grade 15 – special promotion note	
Facilities Maintenance Technician – Grade 15 (1 FTE)	
Construction Services Specialist – Grade 15 (2 FTE)	
Customer Service & Community Concerns Coordinator (Utilities) Grade 16 (1 FTE)	
Human Resources Specialist – Grade 16 (1 FTE)	
SR Field Service Tech – Grade 16 – special promotion note	
Construction Services Specialist II – Grade 16 (1 FTE)	
Billing Coordinator (Utilities) – Grade 17 – (1 PT)	
Construction Services Crew Leader – Grade 19 (1 FTE)	
Grade 4 Operator – Grade 19 (4 FTE)	
Field Services Crew Leader – Grade 19 (2 FTE)	

Billing Supervisor – Grade 20 (1 FTE)
Billing Manager – Grade 21 (1 FTE)
Water Operations Specialist – Grade 21 (1 FTE)
Construction Services Manager – Grade 21 (1 FTE)
Water Production Supervisor – Grade 21 (1 FTE)
Field Services Supervisor – Grade 22 (1 FTE)
Customer Service & Purchasing Agent (Utilities) – Grade 23 (1 FTE)
Assistant Finance Director (Utilities) – Grade 30 (1 FTE)
Operations Manager – Grade 32 - (1 FTE)

**Recommended
Council Actions:**

Attachments:

Next Steps/Schedule: