

STATE OF GEORGIA
DEKALB COUNTY
CITY OF STONECREST

ORDINANCE _____ – _____

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF THE CITY OF STONECREST TO AMEND THE CITY OF STONECREST PAY AND CLASSIFICATION PLAN, SO AS TO PROVIDE FOR CERTAIN POSITION CHANGES; AND OTHER PERSONNEL ACTIONS IN LINE WITH THE FY2025 BUDGET; AND FOR OTHER PURPOSES.

WHEREAS: Sound governmental operations require a budget in order to plan the financing of services for the residents of the City of Stonecrest (“City”); and

WHEREAS: Title 36, Chapter 81, Article 3 of the Official Code of Georgia Annotated requires the City to adopt a balanced budget for the City's fiscal year, which runs from January 1, 2025 to December 31, 2025; and

WHEREAS: the City proposes certain position changes; and

WHEREAS: The Mayor and City Council of the City of Stonecrest (“City Council”) have reviewed the proposed position changes and other personnel actions and wish to approve each one as an update to the city’s pay and classification plan.

THE CITY COUNCIL OF THE CITY OF STONECREST, GEORGIA, HEREBY ORDAINS as follows: that the FY2025 Personnel amendments will be as set forth in Exhibit A attached.

SECTION 1 - EFFECTIVE DATE OF ACTIONS: That the effective date for actions contained within this ordinance shall be the beginning date of the pay period following adoption or otherwise noted by Council and approval by the Mayor, unless otherwise indicated.

SECTION 2: That the Director of Human Resources and the Director of Finance is authorized to make any necessary administrative personnel adjustments.

SECTION 3: That the proposed actions in this paper may not result in a salary adjustment to any position.

SECTION 4: That all ordinances and parts of ordinance in conflict herewith are hereby waived.

SECTION 5: That this Resolution shall be and remain in **full** force and effect after its date of adoption.

ORDAINED this ____ day of _____ 2025.

City of Stonecrest, Georgia

Jazzmin Cobble, Mayor

Attest:

City Clerk

Approved As to Form:

City Attorney

EXHIBIT A

| | | | | | |
|--|--------------------------|-----------------------------|--------------------------------|----------------------------------|-------------------|
| <i>POSITION CREATIONS</i> | | | | | |
| <u>DEPT</u> | <u>POSITION</u> | <u>PAY GRADE</u> | <u>SALARY RANGE</u> | <u>ACCOUNT STRING</u> | <u>FTE</u> |
| Human Resources | Assistant HR Director | 23 | \$110,582.56 - \$165,873.84 | 100.1540 | 1.0 |
| Facilities | Administrative Assistant | 6 | \$38,660.16 - \$57,990.24 | 100.1565 | 1.0 |
| | | | | | |
| TOTAL FTE | | | | | 2.0 |
| | | | | | |
| <i>FUNDED POSITIONS</i> | | | | | |
| | | | | | |
| <u>DEPT</u> | <u>POSITION</u> | <u>PAY GRADE</u> | <u>SALARY RANGE</u> | <u>ACCOUNT STRING</u> | |
| FROM | | | | | |
| Municipal Court | Clerk of Courts | 13 | \$59,593.60 - \$89,390.40 | 100.2650 | 1.0 |
| TOTAL FTE | | | | | 1.0 |
| | | | | | |
| <i>POSITION RECLASSIFICATIONS</i> | | | | | |
| <u>DEPT</u> | <u>POSITION</u> | <u>PAY GRADE</u> | <u>SALARY RANGE</u> | <u>ACCOUNT STRING</u> | |
| FROM | | | | | |
| Finance | Purchasing Specialist | 8 | \$43,748.32 - \$65,622.48 | 100.1510 | 1.0 |
| TO | | | | | |
| Finance | Purchasing Specialist I | 11 | \$52,662.72 - \$78,994.08 | 100.1510 | 1.0 |
| FROM | | | | | |

| | | | | | |
|---------|---------------------------|----|------------------------------|----------|-----|
| Finance | Purchasing Coordinator | 9 | \$46,537.92 - \$69,806.88 | 100.1510 | 1.0 |
| TO | | | | | |
| Finance | Purchasing Specialist II | 12 | \$56,020.80 - \$84,031.20 | 100.1510 | 1.0 |
| FROM | | | | | |
| Finance | Contract Specialist | 10 | \$49,505.58 \$74,257.92 | 100.1510 | 1.0 |
| TO | | | | | |
| Finance | Purchasing Specialist III | 13 | \$59,593.60 - \$89,390.40 | 100.1510 | 1.0 |
| | | | | | |
| FROM | | | | | |
| Finance | Revenue Specialist | 7 | \$41,125.92 - \$61,688.88 | 100.1510 | 1.0 |
| TO | | | | | |
| Finance | Revenue Specialist I | 8 | \$43,748.32 - \$65,622.48 | 100.1510 | 1.0 |
| | | | | | |
| FROM | | | | | |
| Finance | Revenue Specialist | 7 | \$41,125.92 - \$61,688.88 | 100.1510 | 1.0 |
| TO | | | | | |
| Finance | Revenue Specialist II | 9 | \$46,537.92 - \$69,806.88 | 100.1510 | 1.0 |
| | | | | | |
| FROM | | | | | |
| Finance | Revenue Specialist | 7 | \$41,125.92 - \$61,688.88 | 100.1510 | 1.0 |
| TO | | | | | |
| Finance | Revenue Specialist III | 10 | \$49,505.28 - \$74,257.92 | 100.1510 | 1.0 |

| | | | | | |
|------------------------------------|--------------------|-----------------|--------------------------------------|-----------------|------------|
| TOTAL FINANCE DEPT. FTE | | | | | 6.0 |
| FROM | | | | | |
| Parks & Recreation | PT Park Ambassador | <u>3</u> | \$32,115.60 - \$48,173.40 | 100.6210 | 1.0 |
| Parks & Recreation | PT Park Ambassador | <u>3</u> | \$32,115.60 - \$48,173.40 | 100.6210 | 1.0 |
| TO | | | | | |
| Parks & Recreation | FT Park Ambassador | 3 | \$32,115.60 - \$48,173.40 | 100.6210 | 1.0 |
| TOTAL PARKS DEPT. FTE | | | | | 1.0 |
| | | | | | |