

ORDINANCE 2024 - 36

AN ORDINANCE AMENDING ORDINANCE 2024-23 AND ORDINANCE 2013-44 (As Amended), OF THE COMMON COUNCIL OF THE CITY OF HOBART, LAKE COUNTY, INDIANA, TO AMEND THE SALARIED SUPERVISORY POSITIONS AND TO ESTABLISH AN ADDITIONAL EXEMPT SALARIED POSITION, APPOINTED BY THE MAYOR AND FIXING THE SALARY FOR SUCH POSITION FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025; AND TO AMEND ORDINANCE 2024-28, THE 2025 BUDGET, TO REFLECT THESE CHANGES.

WHEREAS, the Common Council of the City of Hobart, Lake County, Indiana adopted Ordinance 2024-23 fixing the salaries of officers and employees of the City of Hobart for Fiscal Year 2025; and

WHEREAS, the Common Council of the City of Hobart, Lake County, Indiana also adopted Ordinance 2013-44, the City of Hobart Employee Handbook and has amended it from time to time with Ordinances: 2015-06, 2015-21, 2017-26, 2017-33, 2019-32, 2020-38, 2020-39, 2021-31, 2022-39, 2022-47, 2023-20 and 2024-04; establishing a list of exempt salaried supervisory positions; and

WHEREAS, the Mayor is interested in reorganizing some of the functions of the City by amending the Salaried Supervisory Positions of Police Captain and Lieutenants to Police Assistant Chiefs and Captains; and moving the position of Human Resources Coordinator from the Clerk-Treasurer’s Office to an exempt salaried position, appointed by the Mayor, all to allow better coordination of operations and facilitate the numerous departments in their endeavors to move the City forward; and

WHEREAS, Ordinance 2024-28, the 2025 budget ordinance as adopted by the council has funded the Human Resource Coordinator position within the Clerk Treasurer’s Department budget and those funds will need to be moved to the fund the position from the Mayor’s Office budget; and

WHEREAS, the Common Council now desires to amend Ordinance 2024-23 to establish the exempt salaried position of Human Resources Coordinator and set the salary range as recommended by the Mayor; and also desires to amend Ordinance 2013-44 (as amended), the Employee Handbook, to update and amend the list of Salaried Supervisory Positions as listed in Section 2: Expectations and Policies;

NOW THEREFORE, BE IT ORDAINED by the Common Council of the City of Hobart, Lake County, Indiana as follows:

SECTION ONE: That Ordinance 2024-23 *Fixing the Salaries of Officers and Employees of the City of Hobart...* be amended to add the following position, line item and rate of pay in the Mayor’s budget, and that Ordinance 2024-28, the 2025 Budget, be amended, directing the Clerk-Treasurer to transfer funds within the 2025 budget for this position into the Mayor’s Office budget for the fiscal year of 2025:

	<u>Minimum</u>	<u>Maximum</u>
1101 031 112.005 Human Resources Coordinator	\$40,000.00	\$72,800.00

SECTION TWO: That Ordinance 2013-44, the *City of Hobart Employee Handbook*, as amended by Ordinances 2015-06, 2015-21, 2017-26, 2017-33, 2019-32, 2020-38, 2020-39, 2021-31, 2022-39, 2022-47, 2023-20 and 2024-04 be amended in Section 2: Expectations & Policies, Salaried Supervisory Positions to add the position to now read in its entirety as follows:

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Section 2: Expectations & Policies

Salaried Supervisory Positions

Certain executive, administrative, professional and supervisory positions are deemed exempt employees. The salaries and other compensation paid for such positions include compensation for all hours necessary to adequately perform the requirements of the job. The Common Council establishes positions and salaries and may amend some from time to time as authorized by law.

When one of the below-listed supervisory positions becomes open for what is going to be longer than a 30-day period the Mayor may designate another employee as a point of contact and to assist in facilitating with carrying out daily supervisory responsibilities and may be compensated up to 10% of that salaried position. If it is determined that responsibility will be split up, for example two (2) individuals assigned in this role to assist in facilitating supervisory responsibilities in the interim or long-term absence the 10% and could be split to 5% each to not exceed the total of 10%.

(As Amended by Ord. 2023-20, Adopted August 16, 2023)

The employees listed below are deemed salaried exempt and shall receive sick leave, personal leave, or funeral leave at the discretion of the Mayor. These positions may be amended as deemed necessary:

1. Executive Secretary to the Mayor
2. Fire Chief
3. Assistant Fire Chief
4. Police Chief
5. ~~Police Captains and Lieutenants~~ Police Assistant Chiefs and Captains
6. Director of Public Works
7. Building Commissioner
8. Park Director
9. City Engineer
10. Director of Development
11. City Planner
12. Chief of Staff
13. City Attorney
14. MRC Executive Director
15. Human Resource Coordinator

(As Amended by Ord. 2017-26, Adopted November 15, 2017; As Amended by Ord. 2022-47, Adopted December 21, 2022; As Amended by Ord. 2024-04, Adopted February 7, 2024)

SECTION THREE: The provisions of this Ordinance shall take effect January 1, 2025.

SECTION FOUR: All other provisions of Ordinance 2024-23 and Ordinance 2013-44 (as amended by Ordinances 2015-06, 2015-21, 2017-26, 2017-33, 2019-32, 2020-38, 2020-39, 2021-31, 2022-39, 2022-47, 2023-20 and 2024-04), and Ordinance 2024-28 shall remain in full force and effect.

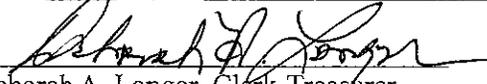
ALL OF WHICH is PASSED and ADOPTED by the Common Council of the City of Hobart, Indiana on this 20th day of November, 2024.

ATTEST: Deborah A. Longer
Deborah A. Longer, Clerk-Treasurer

[Signature]
Presiding Officer

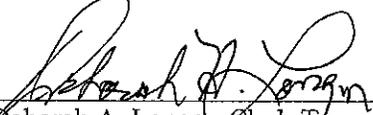
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PRESENTED by me to the Mayor of the City of Hobart on the 20th day of November,
2024 at the hour of 7:30 pm.


Deborah A. Longer, Clerk-Treasurer

APPROVED, EXECUTED, and RETURNED by me to the Common Council of the City of Hobart on this
20th day of November, 2024.


Joshua Huddleston, Mayor

ATTEST: 
Deborah A. Longer, Clerk-Treasurer