

**APPROPRIATION ORDINANCE
OF THE CITY OF HARRISONBURG, VIRGINIA
For the Fiscal Year Ending June 30, 2017**

AN ORDINANCE MAKING APPROPRIATION OF SUMS OF MONEY FOR NECESSARY EXPENDITURES TO THE CITY OF HARRISONBURG, VIRGINIA, FOR THE FISCAL YEAR ENDING JUNE 30, 2017. TO PRESCRIBE THE TERMS, CONDITIONS, AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENTS; AND TO REPEAL ALL ORDINANCES WHOLLY IN CONFLICT WITH THIS ORDINANCE, AND ALL PARTS OF ORDINANCES INCONSISTENT WITH THIS ORDINANCE TO THE EXTENT OF SUCH INCONSISTENCY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HARRISONBURG, VIRGINIA:

SECTION I - GENERAL FUND (1000)

That the following sums of money be and the same hereby are appropriated for purposes herein specified for the fiscal year ending June 30, 2017:

	General Government Administration:		
110111	City Council	\$	209,066
120111	City Manager		560,109
120411	City Attorney		315,798
120511	Human Resources		419,281
120811	Independent Auditor		20,600
120912	Commissioner of Revenue		426,614
121012	Assessor		329,792
121112	Equalization Board		3,025
121313	Treasurer		577,528
121511	Finance		572,060
122011	Information Technology		1,717,850
122211	Purchasing		151,906
130114	Electoral Board		233,690
	Subtotal	\$	<u>5,537,319</u>
	Public Safety:		
310131	Police Administration	\$	3,509,636
310231	Police Operations		4,376,118
310331	Police Criminal Investigation		1,233,993
310631	Police Special Operations		1,512,707
310731	Police Grants		290,967
320132	Fire Administration		582,729
320232	Fire Suppression		6,598,388

Public Safety (Continued):

320332	Fire Prevention	573,310
320432	Fire Training	260,600
320632	Public Safety Building	260,646
320732	Child Safety Alliance	56,855
330231	Court Appointed Attorney	85,000
330731	Regional Jail (MRRJ)	2,009,208
340121	Building Inspection	775,179
350131	Animal Control	405,372
350532	Emergency Services	70,103
	Subtotal	<u>\$ 22,600,811</u>

Public Works:

410121	General Engineering	\$ 781,523
410241	Highway and Street Maintenance	6,205,096
410441	Street Lights	530,028
410541	Snow and Ice Removal	266,739
410741	Traffic Engineering	1,398,784
410841	Highway and Street Beautification	307,041
420241	Street and Road Cleaning	490,426
430221	General Properties	410,658
	Subtotal	<u>\$ 10,390,295</u>

Health and Welfare:

510111	Local Health Department	\$ 438,360
520511	Community Services Board	722,710
530611	Tax Relief for the Elderly/Disabled Veterans	112,000
	Subtotal	<u>\$ 1,273,070</u>

Parks, Recreation and Cultural:

710171	Parks Administration	\$ 1,022,314
710271	Parks	1,074,232
710471	Recreation Center and Playgrounds	613,469
710571	National Guard Armory	83,755
710671	Simms Recreation Center	343,282
710771	Westover Swimming Pool	427,560
710871	Athletics	471,497
710971	Blacks Run Greenway	53,917
730271	Golf Course Grounds Management	656,078
730371	Golf Course Clubhouse Management	450,372
	Subtotal	<u>\$ 5,196,476</u>

	Planning and community development:		
810121	Planning	\$	222,334
810221	Zoning Administration		180,184
810421	Board of Zoning Appeals		5,547
810521	Economic Development		820,543
810821	Tourism and Visitors Services		464,388
810921	Downtown Parking Services		236,825
	Subtotal	\$	<u>1,929,821</u>
	Other:		
910411	Community and Civic Organizations	\$	1,620,234
910511	Joint Operations with Rockingham County		8,553,210
940111	Reserve for Contingencies		227,000
980142	Debt Service		14,280,702
990111	Transfers to Other Funds		33,250,747
	Subtotal	\$	<u>57,931,893</u>
	Total Appropriation	\$	<u>104,859,685</u>

To be provided for from the following estimated revenues:

31010	Amount from Fund Balance	\$	-
31100	General Property Taxes		42,704,300
31200	Other Local Taxes		41,263,158
31300	Permits, Privilege Fees and Regulatory Fees		476,600
31400	Fines and Forfeitures		585,000
31500	Use of Money and Property		137,500
31600	Charges for Services		1,459,400
31800	Miscellaneous		5,336,500
31900	Recovered Costs		957,394
32000	State Revenue		9,870,533
33000	Federal Revenue		172,500
34000	Nonrevenue Receipts		50,000
34200	Transfers from Other Funds		1,846,800
	Total Revenue	\$	<u>104,859,685</u>

SECTION II - SCHOOL FUND (1111)

That the following sums of money be and the same hereby are appropriated for school purposes specified for the fiscal year ending June 30, 2017:

40610	Instruction	\$	54,247,591
40620	Administration, Attendance and Health Services		4,105,509
40630	Pupil Transportation		3,488,923
40640	Operations and Maintenance		5,216,258
40680	Technology		3,412,785
	Total Appropriation	\$	<u>70,471,066</u>

To be provided for from the following estimated revenues:

31600	Charges for Services	\$	1,894,675
32000	State Revenue		35,682,078
33000	Federal Revenue		2,831,774
34200	Transfers from Other Funds		30,062,539
	Total Revenue	\$	<u>70,471,066</u>

SECTION III - SCHOOL NUTRITION FUND (1114)

That the following sums of money be and the same hereby are appropriated for school nutrition purposes specified for the fiscal year June 30, 2017:

40650	Food Service	\$	3,611,973
40680	Technology		14,000
	Total Appropriation	\$	<u>3,625,973</u>

To be provided for from the following estimated revenues:

31600	Charges for Services	\$	630,973
32000	State Revenue		91,000
33000	Federal Revenue		2,904,000
	Total Revenue	\$	<u>3,625,973</u>

SECTION IV – EMERGENCY COMMUNICATIONS CENTER FUND (1116)

That the following sums of money be and the same hereby are appropriated for emergency communications center purposes specified for the fiscal year ended June 30, 2017:

321132	Emergency Communications Center	\$	<u>5,117,084</u>
	Total Appropriation	\$	<u>5,117,084</u>

To be provided for from the following estimated revenues:

31500	Use of Money and Property	\$	133,720
31800	Miscellaneous		2,085,208
31900	Recovered Costs		250,000
32000	State Revenue		412,948
33000	Federal Revenue		150,000
34200	Transfers from Other Funds		<u>2,085,208</u>
	Total Revenue	\$	<u>5,117,084</u>

SECTION V – COMMUNITY DEVELOPMENT BLOCK GRANT FUND (1117)

That the following sums of money be and the same hereby are appropriated for Community Development Block grant purposes herein specified for the fiscal year ending June 30, 2017:

810721	Community Development Block Grant	\$	<u>514,843</u>
	Total Appropriation	\$	<u>514,843</u>

To be provided for from the following estimated revenues:

33000	Federal Revenue	\$	<u>514,843</u>
	Total Revenue	\$	<u>514,843</u>

SECTION VI - SCHOOL TRANSPORTATION FUND (1118)

That the following sum of money be and the same hereby are appropriated for school transportation purposes herein specified for the fiscal year ending June 30, 2017:

622081	School Buses	\$	2,826,392
632081	Field Trips and Charters		181,105
662081	Administration		<u>362,143</u>
	Total Appropriation	\$	<u><u>3,369,640</u></u>

To be provided for from the following estimated revenues:

31010	Amount from Fund Balance	\$	50,000
31600	Charges for Services		<u>3,319,640</u>
	Total Revenue	\$	<u><u>3,369,640</u></u>

SECTION VII – GENERAL CAPITAL PROJECTS FUND (1310)

That the following sum of money be and the same hereby are appropriated for general capital projects purposes herein specified for the fiscal year ended June 30, 2017:

910141	Capital Projects	\$	<u>853,000</u>
	Total Appropriation	\$	<u><u>853,000</u></u>

To be provided for from the following estimated revenues:

34200	Transfers from Other Funds	\$	<u>853,000</u>
	Total Revenue	\$	<u><u>853,000</u></u>

SECTION VIII - WATER CAPITAL PROJECTS FUND (1321)

That the following sum of money be and the same hereby are appropriated for water capital projects purposes herein specified for the fiscal year ended June 30, 2017:

910161	Capital Projects	\$	<u>725,000</u>
	Total Appropriation	\$	<u><u>725,000</u></u>

To be provided for from the following estimated revenues:

34200	Transfers from Other Funds	\$	<u>725,000</u>
	Total Revenue	\$	<u><u>725,000</u></u>

SECTION IX - SEWER CAPITAL PROJECTS FUND (1322)

That the following sum of money be and the same hereby are appropriated for sewer capital projects purposes herein specified for the fiscal year ended June 30, 2017:

911161	Capital Projects	\$	<u>1,275,000</u>
	Total Appropriation	\$	<u>1,275,000</u>

To be provided for from the following estimated revenues:

34200	Transfers from Other Funds	\$	<u>1,275,000</u>
	Total Revenue	\$	<u>1,275,000</u>

SECTION X - SANITATION CAPITAL PROJECTS FUND (1324)

That the following sum of money be and the same hereby are appropriated for sanitation capital projects purposes herein specified for the fiscal year ended June 30, 2017:

910142	Capital Projects	\$	<u>2,600,000</u>
	Total Appropriation	\$	<u>2,600,000</u>

To be provided for from the following estimated revenues:

34200	Transfers from Other Funds	\$	<u>2,600,000</u>
	Total Revenue for the	\$	<u>2,600,000</u>

SECTION XI - STORMWATER CAPITAL PROJECTS FUND (1328)

That the following sum of money be and the same hereby are appropriated for stormwater capital projects purposes herein specified for the fiscal year ended June 30, 2017:

910541	Capital Projects	\$	<u>1,676,000</u>
	Total Appropriation	\$	<u>1,676,000</u>

To be provided for from the following estimated revenues:

34200	Transfers from Other Funds	\$	<u>1,676,000</u>
	Total Revenue	\$	<u>1,676,000</u>

SECTION XII - WATER FUND (2011)

That the following sums of money be and the same hereby are appropriated for water purposes herein specified for the fiscal year ending June 30, 2017:

312061	Administration	\$	504,658
322061	Pumping, Storage and Monitoring		684,949
332061	Transmission and Distribution		837,557
342061	Utility Billing		456,798
352061	Miscellaneous		2,459,712
362061	Purification		1,061,594
372061	Capital Outlay		419,000
382061	Debt Service		1,054,665
392061	Transfers to Other Funds		1,794,665
	Total Appropriation	\$	<u>9,273,598</u>

To be provided for from the following estimated revenues:

31300	Permits, Privilege Fees and Regulatory Fees	\$	200,000
31500	Use of Money and Property		38,000
31600	Charges for Services		7,077,120
31800	Miscellaneous		5,000
31900	Recovered Costs		25,000
34300	Intrafund Transfers		1,928,478
	Total Revenue	\$	<u>9,273,598</u>

SECTION XIII - SEWER FUND (2012)

That the following sums of money be and the same hereby are appropriated for sewer purposes herein specified for the fiscal year ending June 30, 2017:

412061	Administration	\$	737,580
422061	Treatment and Disposal		3,515,000
432061	Collection and Transmission		940,432
442061	Miscellaneous		1,758,642
452061	Utility Billing		396,305
462061	Pumping and Monitoring		217,072
472061	Capital Outlay		438,000
482061	Debt Service		2,870,000
492061	Transfers to Other Funds		2,212,675
	Total Appropriation	\$	<u>13,085,706</u>

To be provided for from the following estimated revenues:

31010	Amount from Fund Balance	\$	1,180,834
31300	Permits, Privilege Fees and Regulatory Fees		225,000
31500	Use of Money and Property		7,000
31600	Charges for Services		10,228,720
31800	Miscellaneous		1,000
31900	Recovered Costs		20,000
34300	Intrafund Transfers		<u>1,423,152</u>
	Total Revenue	\$	<u><u>13,085,706</u></u>

SECTION XIV - PUBLIC TRANSPORTATION FUND (2013)

That the following sum of money be and the same hereby are appropriated for public transportation purposes herein specified for the fiscal year ending June 30, 2017:

812081	Transit Buses	\$	3,848,931
852081	Paratransit Buses		575,636
862081	Administration		590,121
872081	Capital Outlay		<u>622,000</u>
	Total Appropriation	\$	<u><u>5,636,688</u></u>

To be provided for from the following estimated revenues:

31500	Use of Money and Property	\$	90,000
31600	Charges for Services		1,820,436
31900	Recovered Costs		105,560
32000	State Revenue		1,301,422
33000	Federal Revenue		1,852,610
34200	Transfers from Other Funds		250,000
34300	Intrafund Transfers		<u>216,660</u>
	Total Revenue	\$	<u><u>5,636,688</u></u>

SECTION XV – SANITATION FUND (2014)

That the following sums of money be and the same hereby are appropriated for sanitation purposes herein specified for the fiscal year ending June 30, 2017:

922041	Solid Waste Collection	\$	1,222,837
932042	Landfill		227,142
942042	Miscellaneous		207,325
962042	Solid Waste Management		1,953,629
972043	Capital Outlay		250,000
982042	Debt Service		2,174,611
992042	Transfers to Other Funds		<u>2,600,000</u>
	Total Appropriation	\$	<u><u>8,635,544</u></u>

To be provided for from the following estimated revenues:

31010	Amount from Fund Balance	\$	1,004,027
31600	Charges for Services		4,220,000
31800	Miscellaneous		25,000
31900	Recovered Costs		686,517
34200	Nonrevenue Receipts		2,500,000
34300	Intrafund Transfers		<u>200,000</u>
	Total Revenue	\$	<u><u>8,635,544</u></u>

SECTION XVI – BUSINESS LOAN PROGRAM FUND (2017)

That the following sums of money be and the same hereby are appropriated for Business Loan Program purposes herein specified for the fiscal year ending June 30, 2017:

850521	Revolving Loan Program	\$	<u>125,000</u>
	Total Appropriation	\$	<u><u>125,000</u></u>

To be provided for from the following estimated revenues:

31010	Amount from Fund Balance	\$	84,000
31500	Use of Money and Property		3,800
31800	Miscellaneous		<u>37,200</u>
	Total Revenue	\$	<u><u>125,000</u></u>

SECTION XVII - STORMWATER FUND (2018)

That the following sum of money be and the same hereby are appropriated for stormwater purposes herein specified for the fiscal year ending June 30, 2017:

852041	Stormwater Management	\$	578,018
872041	Capital Outlay		465,000
892041	Transfers to Other Funds		<u>1,676,000</u>
	Total Appropriation	\$	<u><u>2,719,018</u></u>

To be provided for from the following estimated revenues:

31010	Amount from fund balance	\$	742,696
31600	Charges for Services		<u>1,976,322</u>
	Total Revenue	\$	<u><u>2,719,018</u></u>

SECTION XVIII - CENTRAL GARAGE FUND (2111)

That the following sums of money be and the same hereby are appropriated for central garage purposes herein specified for the fiscal year ending June 30, 2017:

612141	Operating	\$	1,202,962
662141	Administration		133,613
672141	Capital Outlay		<u>15,000</u>
	Total Appropriation	\$	<u><u>1,351,575</u></u>

To be provided for from the following estimated revenues:

31300	Permits, Privilege Fees and Regulatory Fees	\$	7,000
31500	Use of Money and Property		100
31600	Charges for Services		1,339,475
31900	Recovered Costs		<u>5,000</u>
	Total Revenue	\$	<u><u>1,351,575</u></u>

SECTION XIX - CENTRAL STORES FUND (2112)

That the following sums of money be and the same hereby are appropriated for central stores purposes herein specified for the fiscal year ending June 30, 2017:

712141	Operating	\$	158,540
772141	Capital Outlay		<u>2,000</u>
	Total Appropriation	\$	<u>160,540</u>

To be provided for from the following estimated revenues:

34200	Transfers from Other Funds	\$	<u>160,540</u>
	Total Revenue	\$	<u>160,540</u>

RECAPITULATION

Section I	General Fund	\$	104,859,685
Section II	School Fund		70,471,066
Section III	School Nutrition Fund		3,625,973
Section IV	Emergency Communications Center Fund		5,117,084
Section V	Community Development Block Grant Fund		514,843
Section VI	School Transportation Fund		3,369,640
Section VII	General Capital Projects Fund		853,000
Section VIII	Water Capital Projects Fund		725,000
Section IX	Sewer Capital Projects Fund		1,275,000
Section X	Sanitation Capital Projects Fund		2,600,000
Section XI	Stormwater Capital Projects Fund		1,676,000
Section XII	Water Fund		9,273,598
Section XIII	Sewer Fund		13,085,706
Section XIV	Public Transportation Fund		5,636,688
Section XV	Sanitation Fund		8,635,544
Section XVI	Business Loan Program Fund		125,000
Section XVII	Stormwater Fund		2,719,018
Section XVIII	Central Garage Fund		1,351,575
Section XIX	Central Stores Fund		<u>160,540</u>
	TOTAL APPROPRIATIONS	\$	<u>236,074,960</u>

All of the monies appropriated as shown by the contained items in Sections I through XIX are appropriated upon the terms, conditions and provisions herein before set forth in connection with said items and those set forth in this section and in accordance with the provisions of the official code of the City of Harrisonburg, Virginia, Edition 1979, now in effect or hereafter adopted or amended, relating hereto.

That the rate of taxation of Real Estate and Manufactured Homes as defined in Section 36-85.3, of the Code of Virginia, 1950, as amended, be fixed at Seventy-Eight Cents (\$0.78) on each one hundred dollars (\$100) assessed valuation for fiscal year 2016-2017; and that the rate of taxation on tangible Personal Property (including business vehicles but exclusive of for-hire vehicles) as defined by Article 1 of Chapter 35 of Title 58.1 of the Code of Virginia, be fixed at Three Dollars and Fifty Cents (\$3.50) on each one hundred dollars (\$100) assessed valuation for fiscal year 2016-2017 except for the rate on business personal property be fixed at Two Dollars and Twelve Cents (\$2.12) on each one hundred dollars (\$100) assessed valuation for fiscal year 2016-2017; and that the rate of taxation on Machinery and Tools as defined by Article 2 of Chapter 35 of Title 58.1, of the Code of Virginia, be fixed at Two Dollars and Twelve Cents (\$2.12) on each one hundred dollars (\$100) assessed valuation for fiscal year 2016-2017. Real estate taxes are collectible one half on or before December 5, 2016 and one half on or before June 5, 2017. Tangible personal property taxes, manufactured homes taxes and machinery and tools taxes are collectible on or before December 5, 2016. It is expressly provided that the provisions of this Ordinance shall not apply to household goods and personal effects as enumerated in Section 58.1-3504 of said Code, if such goods and effects be owned and used by an individual or by a family or household incident to maintaining an abode, which goods and effects are hereby declared wholly exempt from taxation.

That the rate of fee or service charge imposed on Real Estate property exempt from regular taxation shall be twenty percent (20%) of the real estate tax rate levied by the City Council in the above paragraph, which applies to the real estate for which the City furnished police and fire protection and for the collection and disposal of refuse, and where such real estate is exempt from taxation under Sections 58.1-3606 through 58.1-3608 of the Code of Virginia. Pursuant to Section 58.1-3400 through 58.1-3407 Code of Virginia, as amended, rate of service charge shall be Fifteen and One-Half Cents (\$0.155) on each one hundred dollars (\$100) of assessed valuation for fiscal year 2016-2017 and are collectible one half on or before December 5, 2016 and one half on or before June 5, 2017. The above service charge shall apply to all real property except those specifically exempted from the service charge as provided in such section. (Such as property owned by the Commonwealth, hospitals, cemeteries, churches, etc.)

That the salaries, wages and allowances set out in detail in the budget statement and in the documents entitled "Classification Titles and Compensation Ranges Fiscal Year 2016-2017", and "Salary Schedule Fiscal Year 2016-2017", and adopted by the City Council for the fiscal year beginning July 1, 2016, and ending June 30, 2017, both dates inclusive, be, and they are hereby authorized and fixed as the maximum compensation to be allowed officers and employees for the services rendered, unless otherwise directed by the City Manager. Any positions not specifically listed in the budget document may not be filled without prior written approval of the City Manager.

That any budgeted project in the various capital project funds or any budgeted amounts in other funds, for which funds will not be received (i.e. grants or other intergovernmental revenue) or borrowed as anticipated, may have the appropriation reduced by the amount(s) not received or borrowed as directed by the City Manager.

That the fees for building, electrical, plumbing, mechanical and sign permits that are set out in the attached schedules remain unchanged and are hereby readopted by City Council upon adoption of this ordinance.

All ordinances or parts of ordinances inconsistent with the provisions of this ordinance be and the same are hereby repealed.

This ordinance shall become effective July 1, 2016.

Given under my hand this 24 day of May, 2016.

CITY CLERK



MAYOR

City of Harrisonburg, Virginia
 Classification Titles and Compensation Grades
 Fiscal Year 2016-2017

As of May 18, 2016

191

Department	Title	Grade
City Manager	Legal Assistant	12
City Manager	Grants and Compliance Officer	13
City Manager	City Clerk	15
City Manager	Public Information Officer	17
City Manager	Special Projects and Grants Coordinator	17
City Manager	Assistant to the City Manager	23
City Manager	Deputy City Manager	27
City Manager	City Manager	
City Manager	City Attorney	
Commissioner of Revenue	Real Estate Appraiser Trainee	8
Commissioner of Revenue	Deputy Commissioner of the Revenue I	9
Commissioner of Revenue	Deputy Commissioner of the Revenue II	10
Commissioner of Revenue	Deputy Commissioner of the Revenue III	12
Commissioner of Revenue	Auditor	17
Commissioner of Revenue	Real Estate Manager	17
Commissioner of Revenue	Commissioner of the Revenue	
Community Development	Permit Technician	8
Community Development	Planner/Technician	11
Community Development	Zoning/Planning Technician	11
Community Development	Building Codes Inspector	12
Community Development	Plans Reviewer	13
Community Development	Storm Water Management Specialist	13
Community Development	GIS Technician	14
Community Development	Building Codes Inspector Senior	14
Community Development	City Surveyor	16
Community Development	Deputy Building Official	16
Community Development	GIS Coordinator	17
Community Development	Planner Senior/Zoning Administrator	18
Community Development	Zoning Administrator	18
Community Development	City Planner	21
Community Development	Building Official	21
Community Development	Assistant Director of Planning and Community Development	23
Community Development	City Engineer	23
Community Development	Director of Planning and Community Development	25
Economic Development	Parking Services Patroller	5
Economic Development	Visitor Services Coordinator	9
Economic Development	Tourism Marketing and Social Media Specialist	12
Economic Development	Economic Development Specialist	16
Economic Development	Tourism Manager	18
Economic Development	Assistant Director of Economic Development	23
Economic Development	Director of Economic Development	25
Emergency Communications Center	Basic Communicator	9
Emergency Communications Center	Communicator Senior	11
Emergency Communications Center	Telecommunications Specialist	12
Emergency Communications Center	ECC Technician	12
Emergency Communications Center	Master Communicator	14
Emergency Communications Center	Emergency Communications Supervisor	15
Emergency Communications Center	Training Coordinator	17
Emergency Communications Center	Technology Coordinator	17
Emergency Communications Center	Operations Manager	21
Emergency Communications Center	Director of Emergency Communications	25
Finance	Accounting Technician	8
Finance	Payroll Technician	8
Finance	Accounting Technician Senior	11
Finance	Accountant	12

City of Harrisonburg, Virginia
 Classification Titles and Compensation Grades
 Fiscal Year 2016-2017

As of May 18, 2016

Department	Title	Grade
Finance	Procurement Specialist	12
Finance	Payroll Manager	16
Finance	Accounting Manager	18
Finance	Procurement Manager	18
Finance	Risk Manager	19
Finance	Assistant Director of Finance	23
Finance	Director of Finance	25
Fire	Child Safety Seat Technician	9
Fire	Fire Prevention Education Specialist	11
Fire	Fire Prevention Education Supervisor	16
Fire	Emergency Medical Services (EMS) Training Officer	18
Fire	Fire Prevention Lieutenant	20
Fire	Fire Prevention Captain	22
Fire	Safety/Wellness/EMS Officer	22
Fire	Deputy Fire Chief/Operations	24
Fire	Deputy Fire Chief/Training	24
Fire	Fire Chief	26
Fire	Firefighter I	12F
Fire	Firefighter II	13F
Fire	Master Firefighter	14F
Fire	Fire Lieutenant	20F
Fire	Fire Captain	22F
Fire	Battalion Chief	23F
Global Descriptions	Custodian	1
Global Descriptions	Trainee	2
Global Descriptions	Trainee - Parks & Recreation	2
Global Descriptions	Trainee - Public Utilities	2
Global Descriptions	Trainee - Public Works	2
Global Descriptions	Trainee - Transportation	2
Global Descriptions	Office Assistant	3
Global Descriptions	Custodian Senior	3
Global Descriptions	Administrative Assistant	6
Global Descriptions	Crew Member -	6
Global Descriptions	Crew Member - Parks & Recreation	6
Global Descriptions	Crew Member - Public Works	6
Global Descriptions	Crew Member - Transportation	6
Global Descriptions	Administrative Specialist	7
Global Descriptions	Journeyman -	8
Global Descriptions	Journeyman - Sanitation	8
Global Descriptions	Journeyman - Parks & Recreation	8
Global Descriptions	Journeyman - Public Utilities	8
Global Descriptions	Journeyman - Public Works	8
Global Descriptions	Engineering Technician	9
Global Descriptions	Technician I -	9
Global Descriptions	Technician I - Sanitation	9
Global Descriptions	Technician I - Parks & Recreation	9
Global Descriptions	Technician I - Public Utilities	9
Global Descriptions	Technician I - Public Works	9
Global Descriptions	Technician I - Transportation	9
Global Descriptions	Engineering Technician Senior	10
Global Descriptions	Inventory Control Specialist	10
Global Descriptions	Specialist I -	10
Global Descriptions	Specialist I - Public Utilities	10
Global Descriptions	Specialist I - Public Works	10
Global Descriptions	Specialist I - Transportation	10

City of Harrisonburg, Virginia
Classification Titles and Compensation Grades
Fiscal Year 2016-2017

As of May 18, 2016

Department	Title	Grade
Global Descriptions	Technician II	10
Global Descriptions	Technician II - Sanitation	10
Global Descriptions	Technician II - Parks & Recreation	10
Global Descriptions	Technician II - Public Utilities	10
Global Descriptions	Technician II - Public Works	10
Global Descriptions	Technician II - Transportation	10
Global Descriptions	Program Support Specialist	11
Global Descriptions	Site Development Technician	11
Global Descriptions	Technology Support Specialist	11
Global Descriptions	Specialist II -	11
Global Descriptions	Specialist II - Public Utilities	11
Global Descriptions	Specialist II - Public Works	11
Global Descriptions	Specialist II - Transportation	11
Global Descriptions	Technician III	11
Global Descriptions	Technician III - Sanitation	11
Global Descriptions	Technician III - Parks & Recreation	11
Global Descriptions	Technician III - Public Utilities	11
Global Descriptions	Technician III - Public Works	11
Global Descriptions	Technician III - Transportation	11
Global Descriptions	Office Manager	12
Global Descriptions	Special Projects Coordinator	12
Global Descriptions	Crew Supervisor -	12
Global Descriptions	Crew Supervisor - Public Utilities	12
Global Descriptions	Crew Supervisor - Parks & Recreation	12
Global Descriptions	Crew Supervisor - Public Works	12
Global Descriptions	Departmental Systems Analyst	13
Global Descriptions	Specialist III -	13
Global Descriptions	Specialist III - Public Utilities	13
Global Descriptions	Specialist III - Public Works	13
Global Descriptions	Specialist III - Transportation	13
Global Descriptions	Program Support Specialist Senior	14
Global Descriptions	Planner	15
Global Descriptions	General/Program Supervisor	15
Global Descriptions	Engineering Trainee	16
Global Descriptions	Planner Senior	18
Global Descriptions	Engineer	19
Global Descriptions	Facilities Manager	19
Global Descriptions	Seasonal - Clerical	PTT
Global Descriptions	Seasonal - Community Development	PTT
Global Descriptions	Seasonal - GIS/Mapping	PTT
Global Descriptions	Seasonal - Golf Course	PTT
Global Descriptions	Seasonal - Parks & Recreation	PTT
Global Descriptions	Seasonal - Public Utilities	PTT
Global Descriptions	Seasonal - Public Works	PTT
Human Resources	Human Resources Specialist	12
Human Resources	Human Resources Generalist	14
Human Resources	Human Resources Generalist Senior	16
Human Resources	Assistant Director of Human Resources	23
Human Resources	Director of Human Resources	25
Information Technology	Enterprise Application Support Specialist	12
Information Technology	Webmaster	13
Information Technology	Programmer Analyst	14
Information Technology	Network Analyst	15
Information Technology	Systems Analyst	15
Information Technology	Management Information System Coordinator	16

City of Harrisonburg, Virginia
Classification Titles and Compensation Grades
Fiscal Year 2016-2017

As of May 18, 2016

Department	Title	Grade
Information Technology	Director of Information Technology	25
Parks and Recreation	Skate Park Attendant	1
Parks and Recreation	Parks Maintenance Worker	1
Parks and Recreation	Pool Cashier	2
Parks and Recreation	Lifeguard	3
Parks and Recreation	Recreation Instructor	4
Parks and Recreation	Pre-School Instructor	6
Parks and Recreation	Pre-School Program Coordinator	8
Parks and Recreation	Recreation Programs Specialist I	9
Parks and Recreation	Pool Operator	10
Parks and Recreation	Golf Shop Manager	10
Parks and Recreation	Recreation Programs Specialist II	11
Parks and Recreation	Recreation Services Coordinator	11
Parks and Recreation	Recreation Program Technician	12
Parks and Recreation	Athletic Program Supervisor	13
Parks and Recreation	Athletic Manager	14
Parks and Recreation	Athletic Field Turf Manager	15
Parks and Recreation	Parks and Recreation Center Supervisor	15
Parks and Recreation	Superintendent of Parks	18
Parks and Recreation	Golf Course Professional	19
Parks and Recreation	Golf Course Superintendent	19
Parks and Recreation	Aquatics Manager	21
Parks and Recreation	Community Center Activities Manager	21
Parks and Recreation	Assistant Director of Parks and Recreation	24
Parks and Recreation	Director of Parks and Recreation	25
Police	School Crossing Guard	2
Police	School Crossing Guard Senior	4
Police	Police Records Specialist	8
Police	Property Technician	8
Police	Community Service Aide	8
Police	Police Records Specialist Senior	9
Police	Evidence Specialist	10
Police	Animal Control Officer	10
Police	Accreditation Manager	11
Police	Police Officer I	12
Police	Police Records Supervisor	13
Police	Park Ranger	13
Police	Police Officer II	13
Police	Crime Analyst	14
Police	Master Police Officer	14
Police	Police Investigator	14
Police	Police Corporal	16
Police	Police Sergeant	18
Police	Police Sergeant Training Coordinator	18
Police	Police Lieutenant	20
Police	Police Captain	22
Police	Deputy Police Chief	24
Police	Police Chief	26
Public Transportation	School Bus Aide	5
Public Transportation	Wash Bay Assistant	5
Public Transportation	Driver - School	6
Public Transportation	Transit Dispatcher	8
Public Transportation	Bus Driver - Transit	8
Public Transportation	Bus Driver - School Bus	8
Public Transportation	Transit Dispatcher Senior	9

City of Harrisonburg, Virginia
 Classification Titles and Compensation Grades
 Fiscal Year 2016-2017

As of May 18, 2016

Department	Title	Grade
Public Transportation	Bus Driver/Trainer	9
Public Transportation	Outreach and Communications Coordinator	12
Public Transportation	Assistant to the Director of Public Transportation	17
Public Transportation	Safety, Security and Training Coordinator	17
Public Transportation	Fleet Manager	18
Public Transportation	Transit/School Superintendent	18
Public Transportation	Assistant Director of Public Transportation	23
Public Transportation	Director of Public Transportation	26
Public Utilities	Water Plant Shift Operator Trainee	6
Public Utilities	Water Plant Shift Operator IV	7
Public Utilities	Customer Service Representative	8
Public Utilities	Water Service Technician	8
Public Utilities	Customer Service Representative Senior	9
Public Utilities	Billing Management Specialist	10
Public Utilities	Water Service Technician Senior	10
Public Utilities	Water Plant Shift Operator III	10
Public Utilities	Account Management Specialist	12
Public Utilities	Water Plant Shift Operator II	12
Public Utilities	Water Plant Shift Operator I	14
Public Utilities	Public Utilities Planner	15
Public Utilities	Assets/Operations Manager - Utilities	16
Public Utilities	Public Utilities Assistant Division Superintendent	16
Public Utilities	Public Utilities Division Superintendent	20
Public Utilities	Public Utilities Manager	21
Public Utilities	Assistant Director of Public Utilities	24
Public Utilities	Director of Public Utilities	26
Public Works	Resource Recovery Facility Operator Apprentice	6
Public Works	Resource Recovery Facility Operator I	8
Public Works	Resource Recovery Facility Mechanic Apprentice	9
Public Works	Resource Recovery Facility Operator II	10
Public Works	Resource Recovery Facility Mechanic I	11
Public Works	Traffic Analyst	12
Public Works	Warehouse Specialist	12
Public Works	Construction Program Inspector	12
Public Works	Resource Recovery Facility Mechanic II	13
Public Works	MS4 Program Coordinator	14
Public Works	Traffic Signal Systems Analyst	14
Public Works	Construction Program Inspector Senior	14
Public Works	Resource Recovery Facility Shift Supervisor	14
Public Works	Controls and Instruments Technician	15
Public Works	Public Works Project Coordinator	15
Public Works	Transportation Planner	15
Public Works	Maintenance Contract Manager	16
Public Works	Construction Program Inspector Supervisor	16
Public Works	Environmental Compliance Manager	16
Public Works	Resource Recovery Facility Maintenance Supervisor	16
Public Works	Resource Recovery Facility Operations Supervisor	16
Public Works	Transportation Planning Superintendent	18
Public Works	Business Services Manager	19
Public Works	Public Works Superintendent	19
Public Works	Sanitation Superintendent	19
Public Works	Street Superintendent	19
Public Works	Traffic Superintendent	19
Public Works	Public Works Planning Manager	20
Public Works	Transportation and Environmental Planning Manager	20

City of Harrisonburg, Virginia
Classification Titles and Compensation Grades
Fiscal Year 2016-2017

As of May 18, 2016

Department	Title	Grade
Public Works	Engineering Supervisor	21
Public Works	Resource Recovery Facility Manager	21
Public Works	Assistant Director of Public Works	24
Public Works	Director of Public Works	26
Registrar	Assistant Registrar	6
Registrar	Registrar	
Treasurer	Deputy Treasurer	12
Treasurer	Deputy Treasurer Senior	13
Treasurer	Assistant Treasurer/Chief Deputy Treasurer	14
Treasurer	Treasurer	
	Board of Zoning Appeals	
	City Council	
	Electoral Board Member	
	Planning Commission	

City of Harrisonburg, Virginia
Salary Schedules
Effective July 1, 2016

Regular Schedule

This schedule is based upon 2080 hours (26x80)

Grade	Annual Salary					Hourly Rates				
	Min	1st Qrtl	Mid	2nd Qrtl	Max	Min	1st Qrtl	Mid	2nd Qrtl	Max
PTI	15,080.00	17,472.00	19,843.20	22,235.20	24,606.40	7.25	8.40	9.54	10.69	11.83
1	19,240.00	22,276.80	25,313.60	28,350.40	31,387.20	9.25	10.71	12.17	13.63	15.09
2	20,384.00	23,608.00	26,832.00	30,056.00	33,259.20	9.80	11.35	12.90	14.45	15.99
3	21,611.20	25,022.40	28,433.60	31,844.80	35,256.00	10.39	12.03	13.67	15.31	16.95
4	22,900.80	26,520.00	30,139.20	33,758.40	37,377.60	11.01	12.75	14.49	16.23	17.97
5	24,273.60	28,121.60	31,948.80	35,796.80	39,624.00	11.67	13.52	15.36	17.21	19.05
6	25,729.60	29,806.40	33,862.40	37,939.20	42,016.00	12.37	14.33	16.28	18.24	20.20
7	27,289.60	31,595.20	35,900.80	40,206.40	44,512.00	13.12	15.19	17.26	19.33	21.40
8	28,912.00	33,488.00	38,043.20	42,619.20	47,174.40	13.90	16.10	18.29	20.49	22.68
9	30,659.20	35,505.60	40,352.00	45,177.60	50,024.00	14.74	17.07	19.40	21.72	24.05
10	32,489.60	37,627.20	42,744.00	47,881.60	53,019.20	15.62	18.09	20.55	23.02	25.49
11	34,444.80	39,873.60	45,323.20	50,752.00	56,201.60	16.56	19.17	21.79	24.40	27.02
12	36,504.00	42,265.60	48,048.00	53,809.60	59,571.20	17.55	20.32	23.10	25.87	28.64
13	38,688.00	44,803.20	50,918.40	57,033.60	63,169.60	18.60	21.54	24.48	27.42	30.37
14	41,017.60	47,507.20	53,976.00	60,465.60	66,934.40	19.72	22.84	25.95	29.07	32.18
15	43,472.00	50,336.00	57,220.80	64,084.80	70,969.60	20.90	24.20	27.51	30.81	34.12
16	46,092.80	53,372.80	60,652.80	67,932.80	75,212.80	22.16	25.66	29.16	32.66	36.16
17	48,859.20	56,576.00	64,292.80	72,009.60	79,726.40	23.49	27.20	30.91	34.62	38.33
18	51,792.00	59,966.40	68,140.80	76,315.20	84,510.40	24.90	28.83	32.76	36.69	40.63
19	54,891.20	63,564.80	72,238.40	80,912.00	89,564.80	26.39	30.56	34.73	38.90	43.06
20	58,177.60	67,371.20	76,564.80	85,758.40	94,972.80	27.97	32.39	36.81	41.23	45.66
21	61,672.00	71,406.40	81,161.60	90,896.00	100,651.20	29.65	34.33	39.02	43.70	48.39
22	65,374.40	75,712.00	86,028.80	96,366.40	106,704.00	31.43	36.40	41.36	46.33	51.30
23	69,305.60	80,246.40	91,208.00	102,148.80	113,110.40	33.32	38.58	43.85	49.11	54.38
24	73,465.60	85,072.00	96,678.40	108,284.80	119,891.20	35.32	40.90	46.48	52.06	57.64
25	77,854.40	90,168.00	102,460.80	114,774.40	127,088.00	37.43	43.35	49.26	55.18	61.10
26	82,534.40	95,576.00	108,617.60	121,659.20	134,700.80	39.68	45.95	52.22	58.49	64.76
27	87,484.80	101,316.80	115,128.00	128,960.00	142,792.00	42.06	48.71	55.35	62.00	68.65
28	92,747.20	107,390.40	122,054.40	136,697.60	151,361.60	44.59	51.63	58.68	65.72	72.77
29	98,300.80	113,838.40	129,376.00	144,892.80	160,430.40	47.26	54.73	62.20	69.66	77.13
30	104,208.00	120,660.80	137,134.40	153,587.20	170,040.00	50.10	58.01	65.93	73.84	81.75
31	110,448.00	127,899.20	145,350.40	162,801.60	180,252.80	53.10	61.49	69.88	78.27	86.66
32	117,083.20	135,574.40	154,086.40	172,577.60	191,068.80	56.29	65.18	74.08	82.97	91.86

Fire Suppression Schedule

This schedule is based upon 2756 hours (26x106)

Grade	Annual Salary					Hourly Rates				
	Min	1st Qrtl	Mid	2nd Qrtl	Max	Min	Min	Mid	Min	Max
12	36,517.00	42,277.04	48,037.08	53,797.12	59,557.16	13.25	15.34	17.43	19.52	21.61
13	38,694.24	44,812.56	50,930.88	57,049.20	63,167.52	14.04	16.26	18.48	20.70	22.92
14	41,009.28	47,485.88	53,962.48	60,439.08	66,943.24	14.88	17.23	19.58	21.93	24.29
15	43,489.68	50,352.12	57,214.56	64,077.00	70,939.44	15.78	18.27	20.76	23.25	25.74
16	46,080.32	53,356.16	60,659.56	67,935.40	75,238.80	16.72	19.36	22.01	24.65	27.30
17	48,863.88	56,580.68	64,297.48	72,014.28	79,731.08	17.73	20.53	23.33	26.13	28.93
18	51,785.24	59,970.56	68,155.88	76,313.64	84,498.96	18.79	21.76	24.73	27.69	30.66
19	54,899.52	63,580.92	72,234.76	80,916.16	89,597.56	19.92	23.07	26.21	29.36	32.51
20	58,179.16	67,384.20	76,561.68	85,766.72	94,971.76	21.11	24.45	27.78	31.12	34.46
21	61,679.28	71,435.52	81,164.20	90,920.44	100,676.68	22.38	25.92	29.45	32.99	36.53
22	65,372.32	75,707.32	86,014.76	96,349.76	106,684.76	23.72	27.47	31.21	34.96	38.71
23	69,285.84	80,227.16	91,196.04	102,137.36	113,078.68	25.14	29.11	33.09	37.06	41.03

BUILDING PERMIT FEES *	
VALUE	FEE
\$0 TO \$2,000.00	\$60.00
\$ 2,000.01 AND ABOVE	\$60.00 for the first \$2,000.00 plus \$6.00 for each additional \$1000.00 or fraction thereof
For each Accessory Structure: [Detached garages, sheds, etc.]	Value or \$60.00 minimum
Swimming Pools: Residential Commercial	Value or \$60.00 minimum Value or \$180.00 minimum
For Moving any building or structure	Value or \$180.00 minimum
For Demolition	Value or \$60.00 minimum
For each Elevator, Escalator, Lift, or Moving Walk	Value or \$60.00 minimum
For each set of Supplemental or Amended plans requiring review [i.e. fire suppression, insulation, truss drawings, or other]	Value or \$60.00 minimum
For each Temporary Certificate of Occupancy issued for Residential [R-5 use group only]	\$80.00 for each 45-days
For each Temporary Certificate of Occupancy issued for Commercial [All use groups except R-5]	\$180.00 for each 45-days
For each Certificate of Occupancy issued for existing buildings that have no Certificate of Occupancy and require inspections	\$90.00
For each Certificate of Occupancy issued as a copy or replacement of an existing Certificate of Occupancy	\$10.00
For each Preliminary plan Review	\$120.00 per plan set submitted
Resubmittal for Rejected plans for Re-Review	\$60.00
For each Reinspection [said fee shall be paid prior to the reinspection being made]	\$50.00
Nonrefundable processing fee to be paid at the time of permit application. Fee will be subtracted from total permit fee when permit is paid for	\$30.00
Where no specific fee is listed, the fee shall be:	Value or \$60.00
* A nonrefundable 2% Commonwealth of Virginia levy shall be added to all permit fees	

ELECTRIC PERMIT FEES *	
NEW COMPLETE DWELLING UNITS	
ITEM	FEE
SINGLE-FAMILY DWELLING	\$54.00
DUPLEX SINGLE-FAMILY DWELLINGS [PER UNIT]	\$54.00
SINGLE-FAMILY TOWNHOUSE [PER UNIT]	\$54.00
SINGLE-FAMILY CONDOMINIUM [PER UNIT]	\$54.00
MULTI-FAMILY APARTMENTS [PER UNIT]	\$54.00
RESIDENTIAL AND COMMERCIAL ADDITIONS AND ALTERATIONS AND NEW COMMERCIAL	
VALUE	FEE
\$0.00 TO \$2,000.00	\$60.00 (minimum fee)
\$2,000.01 and above	\$60.00 for the first \$2,000 plus \$6.00 for each additional \$1,000.00 or fraction thereof
MISCELLANEOUS	
ITEM	FEE
For each reinspection (Said fee shall be paid prior to the reinspection being made)	\$50.00
Where no specific fee is listed for a project, the fee shall be based on:	Value or \$60.00 minimum
* A nonrefundable 2% Commonwealth of Virginia levy shall be added to all permit fees	
* All fees shall be paid at the time the permit is issued	

PLUMBING PERMIT FEES *	
NEW COMPLETE DWELLING UNITS	
ITEM	FEE
SINGLE-FAMILY DWELLING	\$54.00
DUPLEX SINGLE-FAMILY DWELLING [PER UNIT]	\$54.00
SINGLE-FAMILY TOWNHOUSE [PER UNIT]	\$54.00
SINGLE-FAMILY CONDOMINIUM [PER UNIT]	\$54.00
SINGLE-FAMILY APARTMENTS [PER UNIT]	\$54.00
COMMERCIAL AND RESIDENTIAL ADDITIONS AND ALTERATIONS AND NEW COMMERCIAL	
ITEM	FEE
For issuing each permit	\$60.00
For each fixture connected to the sanitary sewer	\$6.00
For each sewer being replaced or repaired	\$6.00
For each water service [from street to building or portion thereof] being replaced or repaired	\$6.00
For each water heater being installed [new or replacement]	\$6.00
For each septic tank and seepage tank or drain field	\$30.00
MISCELLANEOUS	
ITEM	FEE
For each reinspection [Said fee shall be paid prior to the reinspection being made]	\$50.00
Where no specific fee is listed the fee shall be based on	Value or \$60.00 minimum
* A nonrefundable 2% Commonwealth of Virginia levy shall be added to all permit fees	
* All fees shall be paid at the time the permit is issued	

MECHANICAL PERMIT FEE *	
NEW COMPLETE DWELLING UNITS	
ITEM	FEE
SINGLE-FAMILY DWELLING	\$54.00
DUPLEX SINGLE-FAMILY DWELLING [PER UNIT]	\$54.00
SINGLE-FAMILY TOWNHOUSE [PER UNIT]	\$54.00
SINGLE-FAMILY CONDOMINIUM [PER UNIT]	\$54.00
MULTI-FAMILY APARTMENTS [PER UNIT]	\$54.00
For each secondary heat source [complete] in any residence [i.e. gas logs, wood stoves, solar photovoltaic, hydronic, etc.]	\$36.00 [Add on to above permit fees]
NEW COMPLETE COMMERCIAL	
VALUE	FEE
\$0.00 TO \$2,000.00	\$60.00 (minimum fee)
\$2,000.01 and above	\$60.00 for the first \$2,000 plus \$6.00 for each additional \$1,000.00 or fraction thereof
ALTERATION OR ADDITION - RESIDENTIAL AND COMMERCIAL	
VALUE	FEE
FOR EACH PERMIT	Value or \$60.00 minimum, plus the amount shown for each of the following item(s)
For each natural gas service	\$18.00
For each LP gas service	\$18.00
For each furnace or boiler	\$18.00
For each residential fuel oil tank installed [above or below ground]	\$18.00
For underground or aboveground storage tanks	\$90.00
For secondary heat sources [i.e. gas logs, wood stoves, etc.]	\$60.00
Abandonment of underground storage tanks	\$60.00
For each exhaust hood installed [i.e. range, dishwasher, etc.]	\$60.00
For each hood suppression system installed	\$60.00
MISCELLANEOUS	
ITEM	FEE
For each reinspection [Said fee shall be paid prior to the reinspection being made]	\$50.00
Where no specific fee is listed the fee shall be based on:	Value or \$60.00 minimum
* A nonrefundable 2% Commonwealth of Virginia levy shall be added to all permit fees	
* All fees shall be paid at the time the permit is issued	

SIGN PERMIT FEES *	
VALUE	FEE
\$0.00 to \$1,000.00	\$50.00
\$1,000.01 and above	\$50.00 for the first \$1,000.00 plus \$20.00 for each additional \$1,000.00 or fraction thereof
Where no specific fee is listed, the fee shall be:	Value or \$50.00 minimum
* A nonrefundable 2% Commonwealth of Virginia levy shall be added to all permit fees	