



Resolution 19-05  
Addition of a Personnel Position – Police Major (Grade 127)

**Effective: October 17, 2018**

**A RESOLUTION OF THE CITY COUNCIL OF NEW CARROLLTON AMENDING  
CITY PERSONNEL POLICIES TO ESTABLISH A NEW PERSONNEL POSITION –  
POLICE MAJOR**

**WHEREAS**, New Carrollton City Code, §23-6 “Personnel Policies” requires that the City Council adopt, by resolution, and approve, establish, abolish and/or modify positions or classes of positions and approve, establish, and/or modify all salary schedules for classes of positions; and

**WHEREAS**, although the Mayor and the Administration reviewed the structure of the City of New Carrollton’s Police Department Command Staff and decided to establish the position of Police Major and promoted the Police Captain to Police Major effective June 24, 2018, a resolution was not approved by the City Council; however, City Council was aware of the promotion; and

**WHEREAS**, the City Council desires to rectify that by adopting this Resolution; and

**WHEREAS**, due to the requirements of a Police Major, the Administration recommends that the Police Major position be classified as Grade 127; and

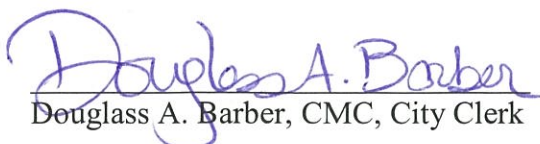
**WHEREAS**, the City Council desires to amend the City’s Personnel Policies to establish the position of Police Major and classify the position as a Grade 127, retroactive to June 24, 2018.


**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the City Council of New Carrollton, that the City Personnel Policies are hereby amended to establish the position of Police Major, and that the City of New Carrollton’s Pay Plan classifying the position of Police Major as Grade 127, is hereby approved. Furthermore, City Administration is hereby directed to take any and all action required to reflect the addition of the position of Police Major in the City of New Carrollton Personnel Policies. It is the City Council’s intent that this Resolution have retroactive application to June 24, 2018

ADOPTED AND ENACTED BY THE CITY COUNCIL OF NEW CARROLLTON THIS 17TH DAY OF OCTOBER 2018.

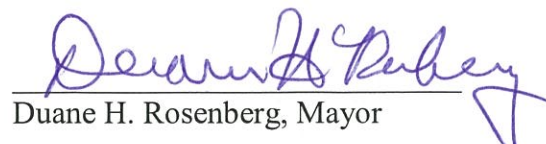
[SEAL]

**ATTEST:**

  
Douglass A. Barber, CMC, City Clerk

  
Richard Bechtold, Chairman  
City Council

**APPROVED:**

  
Duane H. Rosenberg, Mayor


Date: 10-18-2018





MEMORANDUM

To: City Councilmembers

From: Timothy George, City Administrative Officer   
David G. Rice, Police Chief

Cc: Mayor Duane Rosenberg

Re: Addition of a Personnel Position

Date: 10.17.2018

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After reviewing the staffing levels, employment experience and job functions of the New Carrollton Police Department's Command Staff, Police Chief, David Rice requested the City to establish the position of Police Major.

The purpose of establishing the new Police Major rank is to ensure job responsibilities and experience requirements are properly aligned with the position title. Prior to establishing the Police Major rank, the Police Captain served as the Assistant Chief, oversaw all aspects of the daily operations of the Police Department, and performed the functions of Acting Police Chief in the absence of the Police Chief. Creating the position of Police Major, and promoting the Police Captain into the new role aligned the Police Captain's prior years of experience and job functions with the appropriate job title.

In an effort to stay consistent with our compensation study, we recommended the Police Major position be classified as Grade 127. The Police Captain position is classified as Grade 125.

Per Chapter 23-6 of the City Code, the Council has to approve the addition of the Police Major position by a resolution.

Please see Chapter 23-6 of the City Code below:

**Personnel Policies.**

**§ 23-6**

**The City Council shall:**

**A.**

**Adopt by resolution personnel policies and procedures in conformity with and in furtherance of this chapter, the City Charter and federal and state law.**

**B.**

**Approve, establish, modify or abolish all positions or classes of positions; provided that, in connection with the adoption of the annual budget for the City, the Council shall approve all proposed positions.**

**C.**

**Approve, establish or modify all salary schedules for classes of positions. The compensation plan shall take effect either by ordinance of the Council or by adoption as part of the annual budget of the City.**

**D.**

**From time to time, amend, supplement, change, modify, or repeal any of these policies and procedures not consistent with the provisions of the Annotated Code of Maryland. Changes in job titles and classification and changes in the authorized staffing level shall not be considered amendments to the Personnel Ordinance and need not be done by a resolution or ordinance of the City Council.**