

**ANNE ARUNDEL COUNTY, MARYLAND  
OFFICE OF THE BUDGET**

**BILL NUMBER: 79-24**

**INTRO. DATE: October 7, 2024**

**FISCAL NOTE**

**BILL: AN ORDINANCE CONCERNING: PERSONNEL – MODIFICATION OF CLASSIFICATION PLAN – POSITIONS IN THE CLASSIFIED SERVICE**

**SUMMARY OF LEGISLATION**

The purpose of this legislation is to modify certain positions approved as part of the Annual Budget and Appropriation Ordinance (ABAO) in the Police Department.

**FISCAL IMPACT**

The modifications to existing classification grade are reflected in Exhibit 1. A change in the pay grade of an occupied Evidence Coordinator Leader position from NR16 to NR18 will have an annualized cost of \$6,483 including salary and benefits assuming incumbent will receive 5% pay increase.

<b>Exhibit 1. Regrading of Existing Position - Police Department</b>				
<u>Position Classification</u>	<u>Number of Positions</u>	<u>Current Grade</u>	<u>Proposed Grade</u>	<u>Total Cost</u>
Evidence Coordinator Leader	1	NR16	NR18	\$6,483

The modifications to existing classification are summarized in Exhibit 2. A decrease of one Administrative Assistant II position and an increase of one Management Aide position will have an annualized cost of \$16,416 including salary and benefits. All costs are reflective of the minimum salary of the grade.

<b>Exhibit 2. Position Elimination and Addition - Police Department</b>					
<u>Position Classification</u>	<u>Change</u>	<u>Grade</u>	<u>Min. Salary</u>	<u>Benefits</u>	<u>Total Cost</u>
Administrative Assistant II	-1	OS4	\$37,128	\$18,066	\$55,194
Management Aide	+1	NR12	\$49,908	\$21,702	\$71,610

The total costs associated with these proposed changes are \$22,899 and are not reflected in the FY2025 Budget. The Office of the Budget will continue to monitor departmental spending and address any potential need for additional appropriation in a future appropriation bill.



---

**Hujia Hasim, CGFM**  
**Acting Budget Officer**

---

**10/03/2024**

**Date**

Prepared by: Bo Zhou

cc: Billie Penley, Controller