

**AN ORDINANCE CONSTITUTING AMENDMENT NO. 1 TO THE FISCAL YEAR 2024 OPERATING BUDGET (BEING AN ORDINANCE TO AMEND SUBSTITUTE NO. 1 TO ORDINANCE NO. 23-012)**

Rev. 1  
#0340

Sponsor:

Council  
Member  
Johnson

**WHEREAS**, on March 16, 2023, the Mayor submitted his message to City Council for the fiscal year beginning on July 1, 2023 and ending on June 30, 2024 (“Fiscal Year 2024”), as prescribed in Wilmington City Charter Section 4-101; and

**WHEREAS**, pursuant to City Charter Section 2-300, City Council adopted the Annual Operating Budget for Fiscal Year 2024 in Substitute No. 1 to Ordinance No. 23-012; and

**WHEREAS**, City Council deems it necessary and appropriate to amend the Fiscal Year 2024: (i) Position Allocation List; (ii) Executive and Managerial Position Level Salary Structure Matrix, Declared Rates for Department Heads, and Executive and Managerial Pay Plan; and (iii) Non-Union Pay Scale so that the City will be able to implement the recommendations of a recent compensation study; and

**WHEREAS**, in consideration of the foregoing, City Council deems it necessary and appropriate to amend the Annual Operating Budget for Fiscal Year 2024 as set forth on the revised Attachments “A”, “B”, and “C” to this Ordinance.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:**

**SECTION 1.** The following financial program is hereby adopted for Fiscal Year 2024, and appropriations are hereby made from the various operating and special funds to the Council, the Mayor, and all offices, departments, boards, and commissions, as indicated in the following sections.

**SECTION 2.** Appropriations in the sum of \$197,884,998 are hereby made from a general fund, as follows:

**TO THE MAYOR:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$3,692,253	\$82,718	\$3,774,971
Materials, Supplies, and Equipment	2,189,948	0	2,189,948
Special Purpose	0	0	0
Debt Service	1,197,681	0	1,197,681
<b>Total</b>	<b>\$7,079,882</b>	<b>\$82,718</b>	<b>\$7,162,600</b>

**TO THE DIRECTOR OF THE OFFICE OF MANAGEMENT AND BUDGET -  
CONTINGENCIES:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Contingent Reserves	\$500,000	\$0	\$500,000
<b>Total</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$500,000</b>

The Director of the Office of Management and Budget is authorized to transfer to each office, department, board, or commission such portions of the Contingent Reserves that will be sufficient to pay for unanticipated budgetary expenses.

**TO THE DIRECTOR OF THE OFFICE OF MANAGEMENT AND BUDGET -  
SNOW AND WEATHER EMERGENCIES:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Snow and Weather Emergencies	\$172,000	\$0	\$172,000
<b>Total</b>	<b>\$172,000</b>	<b>\$0</b>	<b>\$172,000</b>

The Director of the Office of Management and Budget is authorized to transfer to each office, department, board, or commission such portions of the foregoing sum that, taken with amounts otherwise available to each such office, department, board, or commission, will be sufficient to pay for the contractual cost, overtime cost, materials, supplies, and equipment cost of emergency snow removal and weather emergencies.

**TO THE LAND USE & PLANNING DEPARTMENT:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,984,815	\$0	\$2,984,815
Materials, Supplies, and Equipment	1,096,726	0	1,096,726
Special Purpose	0	0	0
Debt Service	307,755	0	307,755
<b>Total</b>	<b>\$4,389,296</b>	<b>\$0</b>	<b>\$4,389,296</b>

**TO THE CITY COUNCIL:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,587,452	\$773,121	\$2,360,573
Materials, Supplies, and Equipment	840,931	297,940	1,138,871
Special Purpose	15,000	0	15,000
Debt Service	0	22,771	22,771
<b>Total</b>	<b>\$2,443,383</b>	<b>\$1,093,832</b>	<b>\$3,537,215</b>

**TO THE CITY TREASURER:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$346,861	\$465,180	\$812,041
Materials, Supplies, and Equipment	103,801	5,815,287	5,919,088
<b>Total</b>	<b>\$450,662</b>	<b>\$6,280,467</b>	<b>\$6,731,129</b>

**TO THE AUDITING DEPARTMENT:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$743,324	\$0	\$743,324
Materials, Supplies, and Equipment	205,850	0	205,850
<b>Total</b>	<b>\$949,174</b>	<b>\$0</b>	<b>\$949,174</b>

**TO THE LAW DEPARTMENT:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,226,513	\$0	\$2,226,513
Materials, Supplies, and Equipment	462,324	0	\$462,324
<b>Total</b>	<b>\$2,688,837</b>	<b>\$0</b>	<b>\$2,688,837</b>

**TO THE FINANCE DEPARTMENT:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$5,565,736	\$0	\$5,565,736
Materials, Supplies, and Equipment	5,085,442	0	5,085,442
Program and Activities	0	0	0
Debt Service	53,842	0	53,842
<b>Total</b>	<b>\$10,705,020</b>	<b>\$0</b>	<b>\$10,705,020</b>

**TO THE DEPARTMENT OF COMMERCE**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Debt Service	\$222,717	\$0	\$222,717
<b>Total</b>	<b>\$222,717</b>	<b>\$0</b>	<b>\$222,717</b>

**TO THE HUMAN RESOURCES DEPARTMENT**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,874,609	\$0	\$1,874,609
Materials, Supplies, and Equipment	731,237	0	731,237
Debt Service	35,091	0	35,091
<b>Total</b>	<b>\$2,640,937</b>	<b>\$0</b>	<b>\$2,640,937</b>

**TO THE DEPARTMENT OF LICENSES AND INSPECTIONS (L&I):**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,728,919	\$0	\$2,728,919
Materials, Supplies, and Equipment	538,059	0	538,059
Debt Service	2,243	0	2,243
Programs and Activities	0	0	0
<b>Total</b>	<b>\$3,269,221</b>	<b>\$0</b>	<b>\$3,269,221</b>

TO THE DEPARTMENT OF L&I FOR ANIMAL CONTROL:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Special Purpose	\$276,099	\$0	\$276,099
<b>Total</b>	<b>\$276,099</b>	<b>\$0</b>	<b>\$276,099</b>

<b>DEPARTMENT OF L&amp;I TOTAL</b>	<b>\$3,545,320</b>	<b>\$0</b>	<b>\$3,545,320</b>
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TO THE DEPARTMENT OF PARKS AND RECREATION:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$4,923,398	\$689,398	\$5,612,796
Materials, Supplies, and Equipment	2,761,824	863,066	3,624,890
Debt Service	2,969,211	0	2,969,211
Programs and Activities	0	0	0
<b>Total</b>	<b>\$10,654,433</b>	<b>\$1,552,464</b>	<b>\$12,206,897</b>

TO THE FIRE DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$24,084,296	\$0	\$24,084,296
Materials, Supplies, and Equipment	3,212,473	198,000	3,410,473
Debt Service	1,519,024	0	1,519,024
Programs and Activities	0	0	0
<b>Total</b>	<b>\$28,815,793</b>	<b>\$198,000</b>	<b>\$29,013,793</b>

TO THE POLICE DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$55,073,976	\$786,984	\$55,860,960
Materials, Supplies, and Equipment	9,825,953	0	9,825,953
Debt Service	156,418	0	156,418
Programs and Activities	0	0	0
<b>Total</b>	<b>\$65,056,347</b>	<b>\$786,984</b>	<b>\$65,843,331</b>

**TO THE DEPARTMENT OF PUBLIC WORKS:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$10,338,774	\$0	\$10,338,774
Materials, Supplies, and Equipment	12,916,394	1,200,693	14,117,087
Debt Service	6,181,802	0	6,181,802
Programs and Activities	0	0	0
<b>Total</b>	<b>\$29,436,970</b>	<b>\$1,200,693</b>	<b>\$30,637,663</b>

**TO THE DEPARTMENT OF PUBLIC WORKS-  
THE BOARD OF EXAMINING ENGINEERS:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$0	\$0	\$0
Materials, Supplies, and Equipment	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**TO THE DEPARTMENT OF REAL ESTATE AND HOUSING:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$261,188	\$839,528	\$1,100,716
Materials, Supplies, and Equipment	1,415,493	156,205	1,571,698
Debt Service	730,971	0	730,971
Programs and Activities	0	3,070,407	3,070,407
Pass-Through	0	0	0
<b>Total</b>	<b>\$2,407,652</b>	<b>\$4,066,140</b>	<b>\$6,473,792</b>

**TO THE DEPARTMENT OF INFORMATION TECHNOLOGIES**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,291,786	\$0	\$2,291,786
Materials, Supplies, and Equipment	7,264,532	0	7,264,532
Debt Service	908,959	0	908,959
Programs and Activities	0	0	0
<b>Total</b>	<b>\$10,465,277</b>	<b>\$0</b>	<b>\$10,465,277</b>

**SECTION 3.** The Director of Finance is authorized upon transfer of any function from one office, department, board, or commission to another office, department, board, or commission to transfer to the successor office, department, board, or commission those portions that pertain to the function transferred.

**SECTION 4.** Whenever, pursuant to the provisions of Section 8-401 of the Charter, employees of any office, department, board, or commission are used by another office, department, board, or commission, the compensation of such employees for the period of such use may, at the discretion of the Director of Finance, be charged against the applicable appropriations to the using office, department, board, or commission.

**SECTION 5.** Appropriations in the sum of \$84,543,234 are made from the Water/Sewer Fund as follows:

**TO THE DEPARTMENT OF FINANCE - WATER/SEWER BILLING:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,835,872	\$0	\$2,835,872
Materials, Supplies, and Equipment	4,629,806	0	4,629,806
Debt Service	35,197	0	35,197
<b>Total</b>	<b>\$7,500,875</b>	<b>\$0</b>	<b>\$7,500,875</b>

**TO THE AUDITING DEPARTMENT:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Materials, Supplies, and Equipment	\$84,308	\$0	\$84,308
<b>Total</b>	<b>\$84,308</b>	<b>\$0</b>	<b>\$84,308</b>

**TO THE DEPARTMENT OF PUBLIC WORKS:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$9,886,179	\$0	\$9,886,179
Materials, Supplies, and Equipment	62,473,407	0	62,473,407
Debt Service	4,598,465	0	4,598,465
<b>Total</b>	<b>\$76,958,051</b>	<b>\$0</b>	<b>\$76,958,051</b>

**SECTION 6.** Appropriations in the sum of \$42,277,676 are made from the Intragovernmental Service Fund as follows:

**TO THE DEPARTMENT OF PUBLIC WORKS:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$0	\$0	\$0
Materials, Supplies, and Equipment	9,247,260	0	9,247,260
Debt Service	85,539	0	85,539
<b>Total</b>	<b>\$9,332,799</b>	<b>\$0</b>	<b>\$9,332,799</b>

**TO THE HUMAN RESOURCES DEPARTMENT:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,214,106	\$0	\$1,214,106
Materials, Supplies, and Equipment	5,770,010	0	5,770,010
Special Purpose	25,960,761	0	25,960,761
<b>Total</b>	<b>\$32,944,877</b>	<b>\$0</b>	<b>\$32,944,877</b>

The personal services, materials, supplies, and equipment provided for herein shall be allocated among and paid for by the departments receiving intragovernmental services. The Director of Finance is hereby authorized to transfer funds from the accounts of departments using such intragovernmental services and to adjust upwards the appropriations contained herein for intragovernmental services so long as appropriated funds are available to pay for such services. The appropriations made herein shall be wholly payable from the appropriations for materials, supplies, and equipment made to departments receiving intragovernmental services and the limitations of Wilmington Charter Section 2-300(6) shall not apply.

Appropriations to the Human Resources Department include ongoing funding of the Risk Management Program, pursuant to the provisions of Wilmington City Code, Chapter 2, Article VI, Division 8.

**SECTION 7.** Appropriations in the sum of \$15,261,298, not subject to the limitations of Wilmington Charter Section 2-300(6), are included in the appropriations of Sections 2, 5, and 6, under the heading “Special”. These appropriations of special funds are made contingent upon the receipt of funds and shall be utilized in the manner prescribed by the statutes, ordinances, regulations, resolutions, and/or grants from which they derive. In the event new funds are received or funds are received in greater or lesser amounts than appropriated above, spending shall be adjusted upward or downward in accordance with the funds available. In no event shall spending of the special funds herein provided for exceed the amounts actually received or otherwise made available.

**SECTION 8.** Except as otherwise provided by this Ordinance, special funds, heretofore established pursuant to any ordinances, statutes, resolutions, and/or grants shall continue to be utilized in Fiscal Year 2024 for the purpose and in the manner prescribed by such ordinances, statutes, resolutions, and/or grants to the extent that they are consistent with the provisions of the Wilmington Home Rule Charter.

When, under the Charter, an appropriation is a prerequisite to the payment of money from such special funds, this section shall be construed as an appropriation of the full proceeds of such funds for the purposes heretofore authorized by such ordinances, statutes, resolutions and/or grants.

**SECTION 9.** The amounts herein appropriated for materials, supplies, and equipment shall be deemed to be available for encumbrance upon the effective date of this Ordinance, to the extent necessary to facilitate the operations of the various offices, departments, boards, and commissions for Fiscal Year 2024, provided that no services shall be rendered prior to July 1, 2023, and no materials, supplies, and equipment acquired shall be used in Fiscal Year 2023,

except to the extent required to prepare for Fiscal Year 2024 operations.

**SECTION 10.** A. Position Allocation. Attachment “A” hereto sets forth the positions authorized to be filled between July 1, 2023 and June 30, 2024. Pursuant to Section 40-36 of the City Code, any previously existing classifications and allocation of classifications are hereby abolished. Hereinafter, no additional positions shall be created or allocated without review by the Administrative Board and designation by ordinance of the City Council, except that nothing in this Ordinance shall preclude the hiring and payment of employees filling positions where monies other than those appropriated by this Ordinance are available.

B. Executive and Managerial Salary Program and Salary Review Matrix. Attachment “B” hereto sets forth for Fiscal Year 2024 the positions that are in the executive and management salary program, the salary review matrix, and the declared maximum salary rates for Department Heads, pursuant to the provisions of Wilmington City Code, Chapter 40, Article II, Division 3, as amended by Substitute No. 1 to Ordinance No. 04-010.

C. Non-Union Employee Salaries. Attachment “C” hereto sets forth the Non-Union Salaries and the Grades and Steps for the same for Fiscal Year 2024.

**SECTION 11.** All unencumbered balances on hand as of July 1, 2024 held by any office, department, board, or commission named in Sections 2, 5, and 6 of this Ordinance shall revert to the City of Wilmington Current Account.

**SECTION 12.** Use of CATV Fund Balance. The use of up to \$94,000 in CATV Fund Balance is hereby authorized in Fiscal Year 2024 to balance the CTV24 operating budget and to provide a \$60,000 appropriation in Material, Supplies & Equipment for costs related to the third-party operator.

**SECTION 13.** Transfer to the Economic Strategic Fund. A fund balance transfer of \$1.0 million from the Tax Stabilization Reserve portion of General Fund Balance to the Economic Strategic Fund is hereby authorized for Fiscal Year 2024, of which \$300,000 will be allocated for the Minority Business Development Program.

**SECTION 14.** Creation of Neighborhood Stabilization Fund; Transfer to Such Fund.

A. Creation and Purpose. The creation of the Neighborhood Stabilization Fund is hereby authorized for the purpose of providing citizens and neighborhoods with housing resources unencumbered by restrictive income limits. The main focus of these resources will be to assist properties within qualifying census tracts. The key components are emergency repairs for homeowners and facade improvement programs with additional housing emergencies to be considered. In addition, the Neighborhood Stabilization Fund will act as a resource to provide grant funding to the Wilmington Neighborhood Conservancy Land Bank.

B. Transfer to Neighborhood Stabilization Fund. A fund balance transfer of \$4.0 million from the Tax Stabilization Reserve portion of General Fund Balance to the Neighborhood Stabilization Fund is hereby authorized for Fiscal Year 2024, of which \$1.0 million will be allocated for the Wilmington Neighborhood Conservancy Land Bank.

**SECTION 15.** Effective Date. This Ordinance shall be deemed effective as of its date of passage by City Council and approval by the Mayor.

First Reading.....August 31, 2023  
Second Reading.....August 31, 2023  
Third Reading.....

Passed by City Council,

\_\_\_\_\_  
President of City Council

ATTEST: \_\_\_\_\_  
City Clerk

Approved this \_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Mayor

**SYNOPSIS:** This Ordinance is the first amendment to the Fiscal Year 2024 Operating Budget, which was enacted in Substitute No. 1 to Ordinance No. 23-012. This amendment contains changes to the Fiscal Year 2024: (1) Position Allocation List; (2) Executive and Managerial Position Level Salary Structure Matrix, Declared Rates for Department Heads, and Executive and Managerial Pay Plan; and (3) Non-Union Pay Scale, which are incorporated into the revised Attachments “A”, “B”, and “C” that are attached to this Ordinance. These changes are to implement the recommendations of a recent compensation study.

**FISCAL IMPACT STATEMENT:** The fiscal impact of this Ordinance will be up to \$748,000 for Non-Union and Executive and Managerial employees, and includes related benefit costs (e.g., FICA, Medicare tax, pensions, etc.). Surplus funds already exist to implement the recommended changes.

W0122295

# ATTACHMENT A

**Fiscal Year 2024**  
**DEPARTMENTAL POSITION ALLOCATION LIST**

Fund: General

Department: Mayor's Office

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Mayor	1.00	Ext	1.00	0.00
Mayor's Chief of Staff	1.00	E 11	1.00	0.00
Director of Economic Development	1.00	E 09	1.00	0.00
Deputy Chief of Staff for Policy and Communications	1.00	E 08	1.00	0.00
Deputy Chief of Staff of Operations	1.00	E 08	1.00	0.00
Neighborhood Development Director	1.00	E 08	1.00	0.00
Emergency Management Director	1.00	E 07	0.50	0.50
Special Assistant to the Mayor	2.00	E 07	2.00	0.00
Director of Cultural Affairs	1.00	E 06	1.00	0.00
311 Administrator	1.00	E 05	1.00	0.00
Director of Communications	1.00	E 05	1.00	0.00
Economic Development Project Manager I	1.00	E 05	1.00	0.00
Best Practices/Innovation Specialist	2.00	E 04	2.00	0.00
Digital and Social Media Manager	1.00	E 04	1.00	0.00
Office Manager/Administrative Assistant	1.00	E 04	1.00	0.00
Events Permitting and Special Projects Assistant	1.00	E 03	1.00	0.00
Senior Constituent Services Officer	1.00	E 03	1.00	0.00
Special Assistant for Community Engagement	1.00	E 03	1.00	0.00
Administrative Assistant II	2.00	E 02	2.00	0.00
Constituent Services Officer	1.00	E 02	1.00	0.00
Cultural/Arts Program Assistant	1.00	E 02	1.00	0.00
Budget Director	1.00	M 08	1.00	0.00
Assistant Budget Director	1.00	M 07	1.00	0.00
Small and Minority Business Development Manager	3.00	M 06	1.00	0.00
Fiscal & Operations Analyst	3.00	10	3.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>30.00</b>		<b>29.50</b>	<b>0.50</b>

**Fund: General**  
**Department: Information Technologies**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Information Technologies	1.00	M 09	1.00	0.00
Application Support Specialist II	3.00	10	3.00	0.00
Mapping & Graphics Manager	1.00	10	1.00	0.00
Information Systems Administrator	1.00	9	1.00	0.00
Network Technician	2.00	9	2.00	0.00
Senior Information Desktop Engineer	1.00	8	1.00	0.00
Telephony Analyst	1.00	8	1.00	0.00
Webmaster	1.00	8	1.00	0.00
Information Analyst I	1.00	7	1.00	0.00
Information Desktop Engineer	1.00	7	1.00	0.00
Information Help Desk Engineer	3.00	7	3.00	0.00
IT Office Coordinator	1.00	6	1.00	0.00
Mapping Technician II	1.00	6	1.00	0.00
Document Management Technician	1.00	4	1.00	0.00
IT Support Services Technician	2.00	2	2.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>21.00</b>		<b>21.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Land Use & Planning**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director Land Use & Planning	1.00	E 09	1.00	0.00
Deputy Director - Land Use	1.00	E 07	1.00	0.00
Deputy Director - Planning	1.00	E 07	1.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Planning Manager	1.00	M 06	1.00	0.00
Senior Planner Design & Review	1.00	11	1.00	0.00
Building Code Enforcement Inspector	5.00	10	5.00	0.00
Mechanical Code Enforcement Inspector	1.00	10	1.00	0.00
Senior Planner III	1.00	10	1.00	0.00
Zoning Manager	1.00	10	1.00	0.00
Business Compliance Officer	1.00	9	1.00	0.00
Senior Planner II	1.00	9	1.00	0.00
Planner II	2.00	8	2.00	0.00
Plans Examiner	1.00	7	1.00	0.00
Zoning Enforcement Officer	1.00	7	1.00	0.00
Permits Coordinator	2.00	5	2.00	0.00
Planner I	1.00	5	1.00	0.00
Administrative Clerk I	2.00	3	2.00	0.00
Records Clerk	1.00	2	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>26.00</b>		<b>26.00</b>	<b>0.00</b>

**Fund: General**  
**Department: City Council**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
President of City Council	1.00	Ext	1.00	0.00
Finance Chairman	1.00	Ext	1.00	0.00
President Pro Tempore	1.00	Ext	1.00	0.00
Council Members	10.00	Ext	10.00	0.00
Chief of Staff	1.00	Ext	0.75	0.25
City Clerk	1.00	Ext	1.00	0.00
Digital Media & Web Content Coordinator	1.00	Ext	0.00	1.00
Director of Communications	1.00	Ext	0.65	0.35
Executive Administrative Assistant	1.00	Ext	1.00	0.00
Legislative Administrative Assistant	1.00	Ext	0.50	0.50
Legislative Administrative Assistant/Deputy City Clerk	1.00	Ext	1.00	0.00
Legislative Research & Policy Director	1.00	Ext	1.00	0.00
Producer	2.00	Ext	0.00	2.00
Production Coordinator	1.00	Ext	0.00	1.00
Senior Legislative Advisor & Chief Financial Officer	1.00	Ext	0.75	0.25
Senior Producer	1.00	Ext	0.00	1.00
Station Manager-WITN	1.00	Ext	0.00	1.00
<b>DEPARTMENT TOTAL</b>	<b>27.00</b>		<b>19.65</b>	<b>7.35</b>

**Fund: General**  
**Department: City Treasurer**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Treasurer	1.00	Ext	0.50	0.50
Deputy Treasurer	1.00	Ext	0.50	0.50
Administrative Assistant to the City Treasurer	1.00	Ext	0.50	0.50
Pension Manager	1.00	Ext	0.00	1.00
Debt Manager/System Coordinator	1.00	Ext	0.50	0.50
Senior Treasury Analyst	2.00	9	1.00	1.00
<b>DEPARTMENT TOTAL</b>	<b>7.00</b>		<b>3.00</b>	<b>4.00</b>

Fund: General  
Department: City Auditor  
Fiscal Year 2024

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Auditor	1.00	E 09	1.00	0.00
Auditing Manager	1.00	M 08	1.00	0.00
Senior Auditor	3.00	8	3.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>5.00</b>		<b>5.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Law**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Solicitor	1.00	E 10	1.00	0.00
Deputy City Solicitor	1.00	E 09	1.00	0.00
Senior Assistant City Solicitor	3.00	E 08	3.00	0.00
Assistant City Solicitor	5.00	E 07	5.00	0.00
Legal Office Administrator	1.00	M 04	1.00	0.00
Legal Assistant II	1.00	8	1.00	0.00
Litigation Assistant	1.00	8	1.00	0.00
Nuisance Property Administrator	1.00	7	1.00	0.00
Real Estate Legal Coordinator	1.00	7	1.00	0.00
Legal Assistant I	2.00	6	2.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>17.00</b>		<b>17.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Finance**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.60	E 09	0.60	0.00
Administrative Assistant II	0.75	E 02	0.75	0.00
Accounting Manager	0.65	M 08	0.65	0.00
Senior Financial Officer	0.50	M 08	0.50	0.00
Tax Manager	1.00	M 08	1.00	0.00
Customer Service Manager	0.50	M 07	0.50	0.00
Procurement Manager	1.00	M 07	1.00	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Delinquent Accounts Manager	0.50	11	0.50	0.00
Revenue Supervisor	0.50	11	0.50	0.00
Senior Procurement Specialist	1.00	11	1.00	0.00
Tax Supervisor	1.00	11	1.00	0.00
Billing Manager	0.20	10	0.20	0.00
Purchasing Agent II	1.00	10	1.00	0.00
Assistant Tax Supervisor	1.00	9	1.00	0.00
Customer Service Consultant	0.20	9	0.20	0.00
Parking Services Manager	1.00	9	1.00	0.00
Revenue Audit Agent	2.00	9	2.00	0.00
Senior Accountant	2.00	9	2.00	0.00
Sheriff Sale Administrator	0.10	9	0.10	0.00
Disadvantaged Business Enterprise Analyst	1.00	8	1.00	0.00
Accounts Payable Supervisor	0.50	7	0.50	0.00
Grant Accountant	0.75	7	0.75	0.00
Grant Coordinator	0.75	7	0.75	0.00
Real Estate Coordinator	1.00	7	1.00	0.00
Senior EIT Agent	2.00	7	2.00	0.00
Settlement Clerk	0.60	7	0.60	0.00
Staff Accountant	0.50	7	0.50	0.00
Assistant Central Cashiering Supervisor	0.50	6	0.50	0.00
Assistant Revenue Audit Agent	1.00	6	1.00	0.00
Delinquent Accounts Agent	2.50	6	2.50	0.00
EIT Agent	4.00	6	4.00	0.00
Purchasing Technician	1.00	6	1.00	0.00
Account Entry Clerk	3.50	5	3.50	0.00
Senior Parking Regulations Enforcement Officer	1.00	5	1.00	0.00
Assistant EIT Agent	1.00	4	1.00	0.00
Customer Service Representative II	3.50	4	3.50	0.00

**Fund: General (Continued)**  
**Department: Finance**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Parking Enforcement Administrator	1.00	4	1.00	0.00
Scofflaw Enforcer	2.00	4	2.00	0.00
Account Clerk III	0.50	4	0.50	0.00
Administrative Clerk I	3.50	3	3.50	0.00
Parking Regulations Enforcement Officer	8.00	3	8.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>56.60</b>		<b>56.60</b>	<b>0.00</b>

**Fund: Water and Sewer**  
**Department: Finance**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.40	E 09	0.40	0.00
Administrative Assistant II	0.25	E 02	0.25	0.00
Accounting Manager	0.35	M 08	0.35	0.00
Senior Financial Officer	0.50	M 08	0.50	0.00
Customer Service Manager	0.50	M 07	0.50	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Delinquent Accounts Manager	0.50	11	0.50	0.00
Revenue Supervisor	0.50	11	0.50	0.00
Billing Manager	0.80	10	0.80	0.00
Customer Service Consultant	2.80	9	2.80	0.00
Senior Accountant	1.00	9	1.00	0.00
Sheriff Sale Administrator	0.90	9	0.90	0.00
Billing Analyst	3.00	8	3.00	0.00
Accounts Payable Supervisor	0.50	7	0.50	0.00
Grant Accountant	0.25	7	0.25	0.00
Grant Coordinator	0.25	7	0.25	0.00
Settlement Clerk	2.40	7	2.40	0.00
Staff Accountant	1.50	7	1.50	0.00
Assistant Central Cashiering Supervisor	0.50	6	0.50	0.00
Delinquent Accounts Agent	2.50	6	2.50	0.00
Meter Reader Service Coordinator	1.00	6	1.00	0.00
Account Entry Clerk	0.50	5	0.50	0.00
Account Clerk III	0.50	4	0.50	0.00
Customer Service Representative II	3.50	4	3.50	0.00
Administrative Clerk I	0.50	3	0.50	0.00
Meter Reader	1.00	3	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>27.40</b>		<b>27.40</b>	<b>0.00</b>

**Fund: General**  
**Department: Human Resources**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Human Resources	0.55	E 10	0.55	0.00
Deputy Director of Human Resources	0.55	E 09	0.55	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Director of Classification & Compensation	1.00	M 08	1.00	0.00
Director of Employment Services	1.00	M 07	1.00	0.00
Human Resources Administrator	3.00	11	3.00	0.00
Human Resources Information Systems Administrator	1.00	10	1.00	0.00
Human Resources Information and Systems Analyst	1.00	9	1.00	0.00
Compensation Specialist	1.00	8	1.00	0.00
Labor & Employee Relations Specialist	1.00	8	1.00	0.00
Learning & Development Coordinator	1.00	7	1.00	0.00
HRIS Coordinator	1.00	6	1.00	0.00
Human Resources Leave Administrator	1.00	6	1.00	0.00
Human Resources Specialist	1.50	6	1.50	0.00
Human Resources Office Assistant	1.00	2	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>16.60</b>		<b>16.60</b>	<b>0.00</b>

**Fund: Internal Service**  
**Department: Human Resources**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Human Resources	0.45	E 10	0.45	0.00
Deputy Director of Human Resources	0.45	E 09	0.45	0.00
Director of Employee Benefits	1.00	M 07	1.00	0.00
Occupational Health, Safety & Loss Prevention Programs Manager	1.00	M 06	1.00	0.00
Employee Benefits Operations Administrator	1.00	10	1.00	0.00
Claims Supervisor	1.00	9	1.00	0.00
Occupational Health Nurse	1.00	9	1.00	0.00
Senior Employee Benefits Administrator	1.00	8	1.00	0.00
Human Resources Specialist	0.50	6	0.50	0.00
Risk Management Analyst	1.00	6	1.00	0.00
Medical Dispensary Coordinator	1.00	5	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>9.40</b>		<b>9.40</b>	<b>0.00</b>

**Fund: General**  
**Department: Licenses and Inspections**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Licenses and Inspections	1.00	E 08	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Code Enforcement Supervisor	2.00	10	2.00	0.00
Code Enforcement Inspector	17.00	9	17.00	0.00
Administrative Supervisor	1.00	6	1.00	0.00
Code Enforcement Administrator	1.00	6	1.00	0.00
Administrative Clerk III	1.00	5	1.00	0.00
Administrative Clerk I	2.00	3	2.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>26.00</b>		<b>26.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Parks and Recreation**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Parks and Recreation	1.00	E 09	1.00	0.00
Deputy Director of Parks and Recreation	1.00	E 07	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Superintendent of Maintenance, Parks & Recreation	1.00	M 05	1.00	0.00
Superintendent of Recreation	1.00	M 05	1.00	0.00
Youth & Families Manager	1.00	M 05	1.00	0.00
Recreation Program Coordinator	2.00	8	2.00	0.00
Activities Coordinator	1.00	7	1.00	0.00
Parks Financial Administrator	1.00	7	1.00	0.00
Parks Maintenance Supervisor	2.00	7	2.00	0.00
Physical Activities Coordinator	1.00	7	1.00	0.00
Small Engine Mechanic	1.00	7	1.00	0.00
Maintenance Mechanic IV	1.00	6	1.00	0.00
Nutrition Program Coordinator	1.00	6	0.60	0.40
Program and Grants Coordinator	1.00	6	1.00	0.00
Senior Equipment Operator	5.00	6	5.00	0.00
Youth & Families Program Administrator	1.00	6	1.00	0.00
Equipment Operator	1.00	5	1.00	0.00
Equipment and Transportation Assistant	1.00	4	1.00	0.00
Labor Foreman I	3.00	4	3.00	0.00
Labor Foreman II	6.00	4	6.00	0.00
Pool Mechanic	1.00	4	1.00	0.00
Accounts & Program Support Coordinator	1.00	3	1.00	0.00
Clerk II	1.00	3	1.00	0.00
General Laborer I	4.00	1	4.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>41.00</b>		<b>40.60</b>	<b>0.40</b>

**Fund: General**  
**Department: Fire**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Chief of Fire	1.00	E 09	1.00	0.00
Deputy Chief	2.00	E 08	2.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Battalion Chief	8.00		8.00	0.00
Captain	10.00		10.00	0.00
Lieutenant	22.00		22.00	0.00
Firefighter	113.00		113.00	0.00
Executive Assistant to the Chief	1.00	8	1.00	0.00
Fiscal Administrator	1.00	5	1.00	0.00
Administrative Clerk II	1.00	4	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>160.00</b>		<b>160.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Police**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Chief of Police	1.00	E 11	1.00	0.00
Police Policy and Communications Director	1.00	E 08	1.00	0.00
Inspector	2.00		2.00	0.00
Captain	7.00		7.00	0.00
Lieutenant	11.00		11.00	0.00
Sergeant	38.00		38.00	0.00
Patrol Officer	253.00		245.00	8.00
Communications Supervisor	5.00	9	5.00	0.00
Senior Crime Analyst	1.00	9	1.00	0.00
Victim Services Supervisor	1.00	9	1.00	0.00
Cold Case Investigator	1.00	8	1.00	0.00
Crime Analyst	1.00	8	1.00	0.00
Bilingual Victims Case Coordinator	1.00	7	1.00	0.00
Domestic Violence Coordinator	1.00	7	1.00	0.00
Financial Administrator	1.00	7	1.00	0.00
Records Supervisor	1.00	7	1.00	0.00
Senior Emergency Communications Specialist	1.00	7	1.00	0.00
Victim Services Specialist	1.00	7	1.00	0.00
Emergency Communications Specialist	12.00	6	12.00	0.00
Emergency Call Operator	18.00	5	18.00	0.00
Property Technician	1.00	5	1.00	0.00
Vehicle Maintenance Technician	1.00	5	1.00	0.00
Youth Intervention Specialist	1.00	5	1.00	0.00
Administrative Clerk II	1.00	4	1.00	0.00
Communications and Data Specialist	5.00	4	5.00	0.00
Information Input Specialist	1.00	4	1.00	0.00
Police Reports Specialist	1.00	4	1.00	0.00
Senior Clerk	1.00	4	1.00	0.00
Administrative Clerk I	1.00	3	1.00	0.00
Criminal Records Coordinator	1.00	3	1.00	0.00
Teleserve Operator	2.00	3	2.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>374.00</b>		<b>366.00</b>	<b>8.00</b>

**Fund: General**  
**Department: Public Works**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.25	E 10	0.25	0.00
Deputy Commissioner of Public Works	0.50	E 09	0.50	0.00
Administrative Assistant II	0.25	E 02	0.25	0.00
City Engineer	0.45	M 08	0.45	0.00
Director of Transportation	1.00	M 08	1.00	0.00
Administrative Services Director	0.35	M 07	0.35	0.00
Operations Director	1.00	M 07	1.00	0.00
Transportation Engineer	1.00	10	1.00	0.00
Building Services Manager	1.00	9	1.00	0.00
Construction Supervisor/RCMS MGR	0.50	9	0.50	0.00
Contracts & Fleet Administrator	1.00	9	1.00	0.00
Sanitation Manager	1.00	9	1.00	0.00
Assistant Building Services Manager	1.00	8	1.00	0.00
Assistant Sanitation Supervisor	2.00	8	2.00	0.00
Assistant Street Cleaning Supervisor	2.00	8	2.00	0.00
ITMS Senior Technician	1.00	8	1.00	0.00
Traffic Maintenance Foreman	1.00	8	1.00	0.00
Administrative Services Coordinator	0.50	7	0.50	0.00
Constituent Services Supervisor	0.30	7	0.30	0.00
Engineering Records Coordinator	0.25	7	0.25	0.00
Senior Signal Electrician	2.00	7	2.00	0.00
Special Assistant to the Public Works Commissioner	0.50	7	0.50	0.00
Special Projects Coordinator	1.00	7	1.00	0.00
Street Cleaning Manager	1.00	7	1.00	0.00
Transportation Administrative Supervisor	1.00	7	1.00	0.00
Assistant Constituent Services Supervisor	0.30	6	0.30	0.00
Assistant Street and Sewer Maintenance Supervisor	0.20	6	0.20	0.00
Building Services Foreman	1.00	6	1.00	0.00
Building Technician I	1.00	6	1.00	0.00
Construction Inspector	0.50	6	0.50	0.00
Senior Equipment Operator	9.40	6	9.40	0.00
Signal Electrician	2.00	6	2.00	0.00
Utility Facilities Program Administrator	0.50	6	0.50	0.00
Administrative Clerk III	0.50	5	0.50	0.00
Equipment Operator	15.00	5	15.00	0.00
Purchasing Coordinator I	0.70	5	0.70	0.00
Sanitation Driver	15.00	5	15.00	0.00
Traffic Maintenance Technician II	4.00	5	4.00	0.00
Labor Foreman II	0.20	4	0.20	0.00

**Fund: General (Continued)**  
**Department: Public Works**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Sanitation Worker	25.00	4	25.00	0.00
Traffic Technician II	2.00	4	2.00	0.00
Constituent Services Assistant	0.90	3	0.90	0.00
General Laborer II	19.00	2	19.00	0.00
General Laborer I	1.00	1	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>120.05</b>		<b>120.05</b>	<b>0.00</b>

**Fund: Water and Sewer**  
**Department: Public Works**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.75	E 10	0.75	0.00
Deputy Commissioner of Public Works	0.50	E 09	0.50	0.00
Administrative Assistant II	0.75	E 02	0.75	0.00
City Engineer	0.55	M 08	0.55	0.00
Water Division Director	1.00	M 08	1.00	0.00
Administrative Services Director	0.65	M 07	0.65	0.00
Assistant Water Division Director	2.00	M 07	2.00	0.00
Water Quality Manager	1.00	M 06	1.00	0.00
Manager of Sustainability & Environmental Compliance	1.00	11	1.00	0.00
Water Distribution Supervisor	2.00	11	2.00	0.00
Civil Engineer	2.00	10	2.00	0.00
Water Utility Project Manager	1.00	10	1.00	0.00
Assistant Water Distribution Supervisor	1.00	9	1.00	0.00
Construction Supervisor/RCMS MGR	0.50	9	0.50	0.00
Contracts & Maintenance Supervisor	1.00	9	1.00	0.00
Forestry Programs & Operation Supervisor	1.00	9	1.00	0.00
Sewer Maintenance Supervisor	1.00	9	1.00	0.00
Water Production Supervisor	1.00	9	1.00	0.00
Water Quality Laboratory Coordinator	1.00	9	1.00	0.00
City Forester	1.00	8	1.00	0.00
Water Production Maintenance Foreman	2.00	8	2.00	0.00
Water Quality Laboratory Supervisor	1.00	8	1.00	0.00
Administrative Services Coordinator	0.50	7	0.50	0.00
Assistant Water Production Supervisor	1.00	7	1.00	0.00
Chief Construction Inspector	1.00	7	1.00	0.00
Constituent Services Supervisor	0.70	7	0.70	0.00
Engineering Records Coordinator	0.75	7	0.75	0.00
GIS Analyst II	1.00	7	1.00	0.00
Plant Mechanic	4.00	7	4.00	0.00
Special Assistant to the Public Works Commissioner	0.50	7	0.50	0.00
Water Meter Supervisor	1.00	7	1.00	0.00
Wet Weather Administrator	1.00	7	1.00	0.00
Assistant Constituent Services Supervisor	0.70	6	0.70	0.00
Assistant Street and Sewer Maintenance Supervisor	0.80	6	0.80	0.00
Assistant Water Meter Supervisor	1.00	6	1.00	0.00
Construction Inspector	3.50	6	3.50	0.00
Plant Operator	8.00	6	8.00	0.00
Senior Equipment Operator	6.60	6	6.60	0.00
Tree Climber II/Tree Crew Foreman	1.00	6	1.00	0.00

**Fund: Water and Sewer (Continued)**  
**Department: Public Works**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Utility Facilities Program Administrator	0.50	6	0.50	0.00
Water Quality Specialist	3.00	6	3.00	0.00
Water Systems Valve Technician	1.00	6	1.00	0.00
Purchasing Coordinator I	1.30	5	1.30	0.00
GIS Technician I	1.00	4	1.00	0.00
Administrative Clerk III	0.50	5	0.50	0.00
Equipment Operator	3.00	5	3.00	0.00
Labor Foreman III	3.00	5	3.00	0.00
Maintenance Mechanic III	9.00	5	9.00	0.00
Labor Foreman II	0.80	4	0.80	0.00
Maintenance Mechanic II	3.00	4	3.00	0.00
Tree Climber I	1.00	4	1.00	0.00
Constituent Services Assistant	2.10	3	2.10	0.00
General Laborer III	9.00	3	9.00	0.00
Maintenance Mechanic I	1.00	3	1.00	0.00
Technical Maintenance Mechanic I	1.00	3	1.00	0.00
General Laborer II	8.00	2	8.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>104.95</b>		<b>104.95</b>	<b>0.00</b>

**Fund: General**  
**Department: Real Estate and Housing**  
**Fiscal Year 2024**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Real Estate and Housing	1.00	E 08	0.75	0.25
Director of Compliance & Development	1.00	M 06	0.40	0.60
Director of Grants & Rehabilitation	1.00	M 06	0.10	0.90
Senior Program Director	1.00	M 05	0.10	0.90
Program Administrator	1.00	8	0.17	0.83
Development Specialist	1.00	7	0.30	0.70
Financial Administrator	1.00	7	0.00	1.00
Senior Rehabilitation Specialist II	2.00	6	0.23	1.77
Administrative Clerk III	1.00	5	0.10	0.90
<b>DEPARTMENT TOTAL</b>	<b>10.00</b>		<b>2.15</b>	<b>7.85</b>

# ATTACHMENT B

**City of Wilmington  
Executive and Managerial  
Position Level Salary Structure Matrix  
FY 2024**

	<b>Salary Range</b> <b><u>07/01/23 - 06/30/24</u></b>	
<b><u>Level 1</u></b> Administrative Assistant I	\$45,833	\$64,167
<b><u>Level 2</u></b> Administrative Assistant II Constituent Services Officer Cultural/Arts Program Assistant	\$51,250	\$71,750
<b><u>Level 3</u></b> Events Permitting and Special Projects Coordinator Senior Constituent Services Officer Special Assistant for Community Engagement	\$57,143	\$82,857
<b><u>Level 4</u></b> Best Practices/Innovation Specialist Digital & Social Media Manager Legal Office Administrator Office Manager/Administrative Assistant	\$63,600	\$95,400
<b><u>Level 5</u></b> 311 Administrator Director of Communications Economic Development Project Manager I Senior Program Director Superintendent of Maintenance, Parks & Recreation Superintendent of Recreation Youth & Families Manager	\$70,588	\$109,412
<b><u>Level 6</u></b> Director of Compliance & Development Director of Cultural Affairs Director of Grants & Rehabilitation Occupational Health, Safety & Loss Prevention Program Manager Planning Manager Principal Analyst Small & Minority Business Development Manager Water Quality Manager	\$80,000	\$124,000

**Salary Range**  
**07/01/23 - 06/30/24**

<b><u>Level 7</u></b>	\$90,745	\$140,655
<ul style="list-style-type: none"> <li>Administrative Services Director</li> <li>Assistant Budget Director</li> <li>Assistant City Solicitor</li> <li>Assistant Water Division Director</li> <li>Customer Service Manager</li> <li>Deputy Director – Land Use</li> <li>Deputy Director – Planning</li> <li>Deputy Director of Parks &amp; Recreation</li> <li>Director of Employee Benefits</li> <li>Director of Employment Services</li> <li>Emergency Management Director</li> <li>Operations Director</li> <li>Procurement Manager</li> <li>Special Assistant to the Mayor</li> </ul>		
<b><u>Level 8</u></b>	\$101,462	\$162,338
<ul style="list-style-type: none"> <li>Accounting Manager</li> <li>Auditing Manager</li> <li>Budget Director</li> <li>City Engineer</li> <li>Commissioner of Licenses &amp; Inspections</li> <li>Deputy Chief of Fire</li> <li>Deputy Chief of Staff for Policy &amp; Communications</li> <li>Deputy Chief of Staff of Operations</li> <li>Director of Classification &amp; Compensation</li> <li>Director of Real Estate &amp; Housing</li> <li>Director of Transportation</li> <li>Neighborhood Development Director</li> <li>Police Policy &amp; Communications Director</li> <li>Senior Assistant City Solicitor</li> <li>Senior Financial Officer</li> <li>Tax Manager</li> <li>Water Division Director</li> </ul>		
<b><u>Level 9</u></b>	\$116,923	\$187,077
<ul style="list-style-type: none"> <li>Chief of Fire</li> <li>City Auditor</li> <li>Deputy City Solicitor</li> <li>Deputy Commissioner of Public Works</li> <li>Deputy Director of Finance</li> <li>Deputy Director of Human Resources</li> <li>Director of Economic Development</li> <li>Director of Integrated Technologies</li> <li>Director of Land Use and Planning</li> <li>Director of Parks &amp; Recreation</li> </ul>		

**Salary Range**  
**07/01/23 - 06/30/24**

**Level 10**

City Solicitor  
Commissioner of Public Works  
Director of Finance  
Director of Human Resources

\$134,615      \$215,385

**Level 11**

Chief of Police  
Chief of Staff

\$165,385      \$264,615

**Effective: 07/01/23**

**Revised: 08/08/23**

**City of Wilmington  
Salary Review Matrix  
FY '24**

	First Third	Middle Third	Top Third
<b>Far Above Expectations</b>	Up to 5%	Up to 5%	Up to 5%
<b>Above Expectations</b>	Up to 4.5%	Up to 4.5%	Up to 4.5%
<b>Meets Expectations</b>	Up to 3.75%	Up to 3.75%	Up to 3.75%
<b>Below Expectations</b>	Up to 2.5%	Up to 2.5%	Up to 2.5%

Revised: 3/15/23

**DECLARED RATES**  
**Department Heads**  
**FY 2024**

Title	Salary
Mayor	\$170,685
Chief of Staff	\$198,462
City Treasurer	\$166,951
City Solicitor	\$161,538
Commissioner of Public Works	\$161,538
Chief of Police	\$215,000
Director of Finance	\$161,538
Director of Human Resources	\$161,538
Chief of Fire	\$163,692
Director of Economic Development	\$140,308
Commissioner of Licenses and Inspections	\$131,900
City Auditor	\$140,308
Director of Land Use and Planning	\$152,000
Director of Parks and Recreation	\$140,308
Director of Real Estate and Housing	\$131,900

The Declared Rate Listing states the maximum salary for each position for each fiscal year. The actual salaries may be less than the declared rates.

Revised: 08/08/23

**City of Wilmington  
Fiscal Year 2024  
Executive and Managerial Pay Plan**

	First Third	Second Third	Top Third
Level 1	\$45,833 - \$51,944	\$51,945 - \$58,055	\$58,056 - \$64,167
Level 2	\$51,250 - \$58,083	\$58,084 - \$64,916	\$64,917 - \$71,750
Level 3	\$57,143 - \$65,713	\$65,714 - \$74,285	\$74,286 - \$82,857
Level 4	\$63,600 - \$74,200	\$74,201 - \$84,799	\$84,800 - \$95,400
Level 5	\$70,588 - \$83,529	\$83,530 - \$96,470	\$96,471 - \$109,412
Level 6	\$80,000 - \$94,667	\$94,668 - \$109,332	\$109,333 - \$124,000
Level 7	\$90,745 - \$107,382	\$107,383 - \$124,017	\$124,018 - \$140,655
Level 8	\$101,462 - \$121,754	\$121,755 - \$142,045	\$142,046 - \$162,338
Level 9	\$116,923 - \$140,308	\$140,309 - \$163,691	\$163,692 - \$187,077
Level 10	\$134,615 - \$161,538	\$161,539 - \$188,461	\$188,462 - \$215,385
Level 11	\$165,385 - \$198,462	\$198,463 - \$231,537	\$231,538 - \$264,615

Revised: 07/19/23

# ATTACHMENT C

Non-Union Pay Scale  
07/01/23 - 06/30/24

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
1	\$37,500	\$39,000	\$40,500	\$42,000	\$43,500	\$45,000	\$46,500	\$48,000	\$49,500	\$51,000	\$52,500
2	\$40,500	\$42,120	\$43,740	\$45,360	\$46,980	\$48,600	\$50,220	\$51,840	\$53,460	\$55,080	\$56,700
3	\$43,740	\$45,490	\$47,239	\$48,989	\$50,738	\$52,488	\$54,238	\$55,987	\$57,737	\$59,486	\$61,236
4	\$47,239	\$49,129	\$51,018	\$52,908	\$54,797	\$56,687	\$58,577	\$60,466	\$62,356	\$64,245	\$66,135
5	\$51,018	\$53,059	\$55,100	\$57,140	\$59,181	\$61,222	\$63,263	\$65,304	\$67,344	\$69,385	\$71,426
6	\$53,976	\$56,405	\$58,834	\$61,262	\$63,691	\$66,120	\$68,549	\$70,978	\$73,406	\$75,835	\$78,264
7	\$58,294	\$60,917	\$63,540	\$66,164	\$68,787	\$71,410	\$74,033	\$76,656	\$79,280	\$81,903	\$84,526
8	\$62,958	\$65,791	\$68,624	\$71,457	\$74,290	\$77,123	\$79,956	\$82,789	\$85,622	\$88,455	\$91,288
9	\$66,634	\$69,966	\$73,298	\$76,629	\$79,961	\$83,293	\$86,625	\$89,957	\$93,288	\$96,620	\$99,952
10	\$71,965	\$75,563	\$79,161	\$82,760	\$86,358	\$89,956	\$93,554	\$97,152	\$100,751	\$104,349	\$107,947
11	\$77,722	\$81,608	\$85,494	\$89,380	\$93,266	\$97,152	\$101,038	\$104,924	\$108,810	\$112,696	\$116,582

