

June 18, 2024

TO: City of Lincoln Personnel Board Members

SUBJECT: Personnel Board Meeting  
Thursday, June 20, 2024  
1:30 p.m., Council Chambers  
County-City Building

**AGENDA**

ITEM 1: Approval of Minutes from the May 28, 2024 meeting.

ITEM 2: Request to change the pay range of the following classification:

<u>CLASS CODE</u>	<u>CURRENT CLASS TITLE</u>	<u>CURRENT PAY RANGE</u>	<u>PROPOSED PAY RANGE</u>
0707	Senior Attorney	W04 (\$110,152.64 - \$159,721.12)	W05 ( \$123,371.04-\$178,888.32)
0708	Chief Assistant City Attorney	W05 (\$123,371.04-\$178,888.32)	W06 (\$138,174.40-\$200,356.00)
5300	Utility Engineering Specialist	C30 (\$60,536.32 - \$77,307.36)	C34 (\$66,693.12 - \$85,161.44)

ITEM 3: Request to revise and change the title of the following classification:

<u>CLASS CODE</u>	<u>CURRENT CLASS TITLE</u>	<u>PROPOSED CLASS TITLE</u>
3162	Communications Supervisor	Emergency Communications Operations Manager (A13)

ITEM 4: Request to revise the following classification:

<u>CLASS CODE</u>	<u>CURRENT CLASS TITLE</u>
1322	Claims and Insurance Administrator (W01)

ITEM 5: Request an ordinance reflecting a pay increase of 3% to be effective August 15, 2024 for pay ranges prefixed by 'X.'

ITEM 6: Request an ordinance reflecting a pay increase of 3% to be effective August 15, 2024 for pay ranges prefixed by 'E.'

ITEM 7: Request an ordinance reflecting a pay increase of 3% to be effective August 15, 2024 for pay ranges prefixed by 'W.'

ITEM 8: Miscellaneous Discussion

PC: City Directors  
City Clerk  
Union Presidents

**ACCOMMODATION NOTICE**

*The City of Lincoln complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the City of Lincoln. In the event you are in need of a reasonable accommodation in order to attend or participate in a public meeting conducted by the City of Lincoln, please contact the Lincoln Commission on Human Rights, at 402 441-7624, or the City Ombudsman at 402-441-7511 as soon as possible before the scheduled meeting date in order to make your request.*

## EMERGENCY COMMUNICATIONS SUPERVISOR OPERATIONS MANAGER

### NATURE OF WORK

This is responsible supervisory work assisting with the directing and coordinating the activities of the Emergency Communication (911) Center and the City-wide communication system. This is a civilian position.

Work involves responsibility for the supervision of subordinate Dispatchers engaged in receipt and transmission of messages by means of the City-wide communication system. Work also involves ~~researching various programs pertaining to effective emergency communication systems;~~ analyzing data and developing and implementing programs to provide a modern and innovative communication system; ~~coordinates the maintenance of component equipment;~~ and ensures adherence to applicable rules and regulations of the Federal Communications Commission. An employee in this class is expected to exercise considerable independent judgment and personal initiative within the framework of departmental policies, equipped with excellent problem-solving skills. Supervision is received from an administrative superior with work being reviewed in the form of reports, conferences, and effectiveness of communication operations. Supervision is exercised over subordinate dispatching employees.

### EXAMPLES OF WORK PERFORMED

Provides operational insight as a part of the Rresearches and analyzes-analysis of various programs pertaining to emergency communications; analyzes data and develops programs to provide a modern innovative communication system; recommends changes as necessary to ensure proper and efficient operation of the communication system.

Supervises subordinate dispatchers engaged in the receipt and transmission of messages to emergency services.

Coordinates response to records request of the Emergency Communication (911) Center.

Develops and oversees training programs to ensure employee proficiency, including on-the-job training and acquiring required certifications. Responsible for employee training records and continuing education requirements to meet and/or exceed state training standards.

Develops and implements the annual employee bid.

~~Coordinates the maintenance of component equipment, and e~~Ensures adherence to applicable rules and regulations of the Federal Communications Commission.

Completes personnel evaluations, identifies personnel performance improvement needs, and completes disciplinary action.

Oversees and coordinates the Emergency Communication (911) Center's Incident Dispatch Team (IDT).

Performs related work as required.

#### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of communication facilities, radio equipment, and management practices as they pertain to the operation of a centralized ~~police-~~communication system.

Considerable knowledge of the principles and practices of radio communications as well as the proper procedures used in emergency ~~police-~~services dispatching.

Considerable knowledge of the rules and regulations of the Federal Communications Commission as they pertain to the operation of a centralized ~~police-~~emergency services communication system.

Considerable knowledge of the concepts and application of professional conduct and organization integrity.

Ability to ~~develop, coordinate plan, assign, and organizes and supervise~~ subordinates in the Emergency Communication (911) Center, including professional development to meet the needs of the organization ~~the work of subordinate Dispatchers.~~

Ability to research and analyze information and research findings and recommend necessary changes as deemed necessary.

Ability to develop and implement (PSAP) policies, procedures and protocols.

Ability to execute operational directives in cooperation with organizational peers.

Ability to communicate effectively both orally and in writing.

Ability to establish and maintain effective working relationships with public safety~~law enforcement~~ officials, community partners, co-workers, and the general public.

#### MINIMUM QUALIFICATIONS

Graduation from high school or equivalent plus four years of experience in ~~radio~~public safety communications including ~~six months~~three years of supervisory experience; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

#### NECESSARY SPECIAL REQUIREMENTS

Possession of an Emergency Number Professional (ENP) certification from the National Emergency Number Association within one (1) year of employment.

Completion of the following Federal Emergency Management Agency Incident Command System Courses within one (1) year of employment: FEMA ICS 300 and ICS 400.

~~10/07~~06/24

PS3162

## CLAIMS AND INSURANCE ADMINISTRATOR

### NATURE OF WORK

This is responsible administrative and technical work investigating accidents and administering insurance-related claims for insured and self-insured claims programs.

Work involves responsibility for investigating accidents, setting up claims, establishing reserves, corresponding with medical providers and attorneys, analyzing and interpreting medical reports, calculating and issuing benefits, subrogating losses, preparing correspondence and reports, participating in budget preparation and operating a computer terminal as required. An employee in this class is expected to exercise independent judgment and initiative requiring technical understanding of insurance policy provisions. Supervision is received from an administrative superior with work being reviewed in the form of accuracy and effectiveness of services provided.

### EXAMPLES OF WORK PERFORMED

Assists in the management of insured and self-insured and insurance programs which include real property, liability, workers' compensation, casualty, vehicular and other insurable risks.

Administers the handling of self-insured claims for automobile, general liability, law enforcement, and StarTran liability exposures; sets claim reserves while initiating the claim.

Investigates and adjusts complicated property/casualty claims and losses.

Oversees compilation of the self-insured claims database; balances the damaged property revolving fund.

Assists in evaluating risk coverage of governmental property, assets and operations.

Prepares insurance budget allocation to charge departments and for actuarially recommended funding.

Updates property and vehicle schedules annually.

Partners with the City Law Department in obtaining updates and making reserve changes on tort and litigation claims.

Administers subrogation claims for workers' compensation and damaged property; provides advice and assistance to other staff concerning subrogation claims.

Maintains regular and reliable attendance.

Performs related work as required.

#### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of commercial and residential property and casualty lines, including property, general liability, auto, and risk management/Workers' Compensation

Knowledge of insurance coverage available including but not limited to real property, liability, workers' compensation, casualty, vehicular and other related insurable risks.

Knowledge of insurance principles and concepts.

Knowledge of insurance industry developments and legislation which may affect risk coverage.

Knowledge of accounting principles and procedures.

Ability to use keen observational and analytical skills to effectively evaluate risks.

Ability to analyze insurance loss data and to submit statistical data regarding loss information to external actuary.

Ability to conduct risk surveys and property appraisals.

Ability to establish and maintain effective working relationships with governmental officials, employees and the general public.

Ability to communicate effectively both orally and in writing.

#### MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with major coursework in insurance, business administration, finance or related field with ~~six-months~~four years of experience ~~administering and/or adjusting workers' compensation, automobile, property and liability claims~~working with a self-insured entity or insurance carrier providing loss control services or any equivalent

combination of training and experience that provides the desirable knowledge, abilities and skills.

~~04/236/24~~

PS1322

# X PAY PLAN

Reflects 3% increase  
Effective August 15, 2024  
2.5% Between Steps

CLASS CODE	CLASS TITLE	PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
0024	PROSECUTION SUPPORT SPECIALIST	X16	25.987	26.637	27.302	27.985	28.684	29.401	30.138	30.892	31.663	32.456
0026	LEGAL SECRETARY	X18	27.302	27.985	28.684	29.401	30.138	30.892	31.663	32.456	33.267	34.098
0030	EXCLUDED OFFICE ASSISTANT	X01	17.944	18.392	18.852	19.324	19.807	20.302	20.809	21.330	21.863	22.410
0032	EXCLUDED SR OFFICE ASSISTANT	X05	19.807	20.302	20.809	21.330	21.863	22.410	22.970	23.543	24.131	24.734
0034	EXCLUDED OFFICE SPECIALIST	X10	22.410	22.970	23.543	24.131	24.734	25.353	25.987	26.637	27.302	27.985
0120	EXCLUDED ACCOUNT CLERK I	X07	20.809	21.330	21.863	22.410	22.970	23.543	24.131	24.734	25.353	25.987
0121	EXCLUDED ACCOUNT CLERK II	X10	22.410	22.970	23.543	24.131	24.734	25.353	25.987	26.637	27.302	27.985
0122	EXCLUDED ACCOUNT CLERK III	X12	23.543	24.131	24.734	25.353	25.987	26.637	27.302	27.985	28.684	29.401
1136	PAYROLL CLERK	X19	27.985	28.684	29.401	30.138	30.892	31.663	32.456	33.267	34.098	34.951



# X RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.5% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
X01	ANNUAL	37,323.52	38,255.36	39,212.16	40,193.92	41,198.56	42,228.16	43,282.72	44,366.40	45,475.04	46,612.80
	MONTHLY	3,110.29	3,187.95	3,267.68	3,349.49	3,433.21	3,519.01	3,606.89	3,697.20	3,789.59	3,884.40
	BIWEEKLY	1,435.52	1,471.36	1,508.16	1,545.92	1,584.56	1,624.16	1,664.72	1,706.40	1,749.04	1,792.80
	HOURLY	17.944	18.392	18.852	19.324	19.807	20.302	20.809	21.330	21.863	22.410
X02	ANNUAL	38,255.36	39,212.16	40,193.92	41,198.56	42,228.16	43,282.72	44,366.40	45,475.04	46,612.80	47,777.60
	MONTHLY	3,187.95	3,267.68	3,349.49	3,433.21	3,519.01	3,606.89	3,697.20	3,789.59	3,884.40	3,981.47
	BIWEEKLY	1,471.36	1,508.16	1,545.92	1,584.56	1,624.16	1,664.72	1,706.40	1,749.04	1,792.80	1,837.60
	HOURLY	18.392	18.852	19.324	19.807	20.302	20.809	21.330	21.863	22.410	22.970
X03	ANNUAL	39,212.16	40,193.92	41,198.56	42,228.16	43,282.72	44,366.40	45,475.04	46,612.80	47,777.60	48,969.44
	MONTHLY	3,267.68	3,349.49	3,433.21	3,519.01	3,606.89	3,697.20	3,789.59	3,884.40	3,981.47	4,080.79
	BIWEEKLY	1,508.16	1,545.92	1,584.56	1,624.16	1,664.72	1,706.40	1,749.04	1,792.80	1,837.60	1,883.44
	HOURLY	18.852	19.324	19.807	20.302	20.809	21.330	21.863	22.410	22.970	23.543
X04	ANNUAL	40,193.92	41,198.56	42,228.16	43,282.72	44,366.40	45,475.04	46,612.80	47,777.60	48,969.44	50,192.48
	MONTHLY	3,349.49	3,433.21	3,519.01	3,606.89	3,697.20	3,789.59	3,884.40	3,981.47	4,080.79	4,182.71
	BIWEEKLY	1,545.92	1,584.56	1,624.16	1,664.72	1,706.40	1,749.04	1,792.80	1,837.60	1,883.44	1,930.48
	HOURLY	19.324	19.807	20.302	20.809	21.330	21.863	22.410	22.970	23.543	24.131
X05	ANNUAL	41,198.56	42,228.16	43,282.72	44,366.40	45,475.04	46,612.80	47,777.60	48,969.44	50,192.48	51,446.72
	MONTHLY	3,433.21	3,519.01	3,606.89	3,697.20	3,789.59	3,884.40	3,981.47	4,080.79	4,182.71	4,287.23
	BIWEEKLY	1,584.56	1,624.16	1,664.72	1,706.40	1,749.04	1,792.80	1,837.60	1,883.44	1,930.48	1,978.72
	HOURLY	19.807	20.302	20.809	21.330	21.863	22.410	22.970	23.543	24.131	24.734

# X RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.5% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
X06	ANNUAL	42,228.16	43,282.72	44,366.40	45,475.04	46,612.80	47,777.60	48,969.44	50,192.48	51,446.72	52,734.24
	MONTHLY	3,519.01	3,606.89	3,697.20	3,789.59	3,884.40	3,981.47	4,080.79	4,182.71	4,287.23	4,394.52
	BIWEEKLY	1,624.16	1,664.72	1,706.40	1,749.04	1,792.80	1,837.60	1,883.44	1,930.48	1,978.72	2,028.24
	HOURLY	20.302	20.809	21.330	21.863	22.410	22.970	23.543	24.131	24.734	25.353
X07	ANNUAL	43,282.72	44,366.40	45,475.04	46,612.80	47,777.60	48,969.44	50,192.48	51,446.72	52,734.24	54,052.96
	MONTHLY	3,606.89	3,697.20	3,789.59	3,884.40	3,981.47	4,080.79	4,182.71	4,287.23	4,394.52	4,504.41
	BIWEEKLY	1,664.72	1,706.40	1,749.04	1,792.80	1,837.60	1,883.44	1,930.48	1,978.72	2,028.24	2,078.96
	HOURLY	20.809	21.330	21.863	22.410	22.970	23.543	24.131	24.734	25.353	25.987
X08	ANNUAL	44,366.40	45,475.04	46,612.80	47,777.60	48,969.44	50,192.48	51,446.72	52,734.24	54,052.96	55,404.96
	MONTHLY	3,697.20	3,789.59	3,884.40	3,981.47	4,080.79	4,182.71	4,287.23	4,394.52	4,504.41	4,617.08
	BIWEEKLY	1,706.40	1,749.04	1,792.80	1,837.60	1,883.44	1,930.48	1,978.72	2,028.24	2,078.96	2,130.96
	HOURLY	21.330	21.863	22.410	22.970	23.543	24.131	24.734	25.353	25.987	26.637
X09	ANNUAL	45,475.04	46,612.80	47,777.60	48,969.44	50,192.48	51,446.72	52,734.24	54,052.96	55,404.96	56,788.16
	MONTHLY	3,789.59	3,884.40	3,981.47	4,080.79	4,182.71	4,287.23	4,394.52	4,504.41	4,617.08	4,732.35
	BIWEEKLY	1,749.04	1,792.80	1,837.60	1,883.44	1,930.48	1,978.72	2,028.24	2,078.96	2,130.96	2,184.16
	HOURLY	21.863	22.410	22.970	23.543	24.131	24.734	25.353	25.987	26.637	27.302
X10	ANNUAL	46,612.80	47,777.60	48,969.44	50,192.48	51,446.72	52,734.24	54,052.96	55,404.96	56,788.16	58,208.80
	MONTHLY	3,884.40	3,981.47	4,080.79	4,182.71	4,287.23	4,394.52	4,504.41	4,617.08	4,732.35	4,850.73
	BIWEEKLY	1,792.80	1,837.60	1,883.44	1,930.48	1,978.72	2,028.24	2,078.96	2,130.96	2,184.16	2,238.80
	HOURLY	22.410	22.970	23.543	24.131	24.734	25.353	25.987	26.637	27.302	27.985

## X RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.5% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
X11	ANNUAL	47,777.60	48,969.44	50,192.48	51,446.72	52,734.24	54,052.96	55,404.96	56,788.16	58,208.80	59,662.72
	MONTHLY	3,981.47	4,080.79	4,182.71	4,287.23	4,394.52	4,504.41	4,617.08	4,732.35	4,850.73	4,971.89
	BIWEEKLY	1,837.60	1,883.44	1,930.48	1,978.72	2,028.24	2,078.96	2,130.96	2,184.16	2,238.80	2,294.72
	HOURLY	22.970	23.543	24.131	24.734	25.353	25.987	26.637	27.302	27.985	28.684
X12	ANNUAL	48,969.44	50,192.48	51,446.72	52,734.24	54,052.96	55,404.96	56,788.16	58,208.80	59,662.72	61,154.08
	MONTHLY	4,080.79	4,182.71	4,287.23	4,394.52	4,504.41	4,617.08	4,732.35	4,850.73	4,971.89	5,096.17
	BIWEEKLY	1,883.44	1,930.48	1,978.72	2,028.24	2,078.96	2,130.96	2,184.16	2,238.80	2,294.72	2,352.08
	HOURLY	23.543	24.131	24.734	25.353	25.987	26.637	27.302	27.985	28.684	29.401
X13	ANNUAL	50,192.48	51,446.72	52,734.24	54,052.96	55,404.96	56,788.16	58,208.80	59,662.72	61,154.08	62,687.04
	MONTHLY	4,182.71	4,287.23	4,394.52	4,504.41	4,617.08	4,732.35	4,850.73	4,971.89	5,096.17	5,223.92
	BIWEEKLY	1,930.48	1,978.72	2,028.24	2,078.96	2,130.96	2,184.16	2,238.80	2,294.72	2,352.08	2,411.04
	HOURLY	24.131	24.734	25.353	25.987	26.637	27.302	27.985	28.684	29.401	30.138
X14	ANNUAL	51,446.72	52,734.24	54,052.96	55,404.96	56,788.16	58,208.80	59,662.72	61,154.08	62,687.04	64,255.36
	MONTHLY	4,287.23	4,394.52	4,504.41	4,617.08	4,732.35	4,850.73	4,971.89	5,096.17	5,223.92	5,354.61
	BIWEEKLY	1,978.72	2,028.24	2,078.96	2,130.96	2,184.16	2,238.80	2,294.72	2,352.08	2,411.04	2,471.36
	HOURLY	24.734	25.353	25.987	26.637	27.302	27.985	28.684	29.401	30.138	30.892
X15	ANNUAL	52,734.24	54,052.96	55,404.96	56,788.16	58,208.80	59,662.72	61,154.08	62,687.04	64,255.36	65,859.04
	MONTHLY	4,394.52	4,504.41	4,617.08	4,732.35	4,850.73	4,971.89	5,096.17	5,223.92	5,354.61	5,488.25
	BIWEEKLY	2,028.24	2,078.96	2,130.96	2,184.16	2,238.80	2,294.72	2,352.08	2,411.04	2,471.36	2,533.04
	HOURLY	25.353	25.987	26.637	27.302	27.985	28.684	29.401	30.138	30.892	31.663

## X RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.5% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
X16	ANNUAL	54,052.96	55,404.96	56,788.16	58,208.80	59,662.72	61,154.08	62,687.04	64,255.36	65,859.04	67,508.48
	MONTHLY	4,504.41	4,617.08	4,732.35	4,850.73	4,971.89	5,096.17	5,223.92	5,354.61	5,488.25	5,625.71
	BIWEEKLY	2,078.96	2,130.96	2,184.16	2,238.80	2,294.72	2,352.08	2,411.04	2,471.36	2,533.04	2,596.48
	HOURLY	25.987	26.637	27.302	27.985	28.684	29.401	30.138	30.892	31.663	32.456
X17	ANNUAL	55,404.96	56,788.16	58,208.80	59,662.72	61,154.08	62,687.04	64,255.36	65,859.04	67,508.48	69,195.36
	MONTHLY	4,617.08	4,732.35	4,850.73	4,971.89	5,096.17	5,223.92	5,354.61	5,488.25	5,625.71	5,766.28
	BIWEEKLY	2,130.96	2,184.16	2,238.80	2,294.72	2,352.08	2,411.04	2,471.36	2,533.04	2,596.48	2,661.36
	HOURLY	26.637	27.302	27.985	28.684	29.401	30.138	30.892	31.663	32.456	33.267
X18	ANNUAL	56,788.16	58,208.80	59,662.72	61,154.08	62,687.04	64,255.36	65,859.04	67,508.48	69,195.36	70,923.84
	MONTHLY	4,732.35	4,850.73	4,971.89	5,096.17	5,223.92	5,354.61	5,488.25	5,625.71	5,766.28	5,910.32
	BIWEEKLY	2,184.16	2,238.80	2,294.72	2,352.08	2,411.04	2,471.36	2,533.04	2,596.48	2,661.36	2,727.84
	HOURLY	27.302	27.985	28.684	29.401	30.138	30.892	31.663	32.456	33.267	34.098
X19	ANNUAL	58,208.80	59,662.72	61,154.08	62,687.04	64,255.36	65,859.04	67,508.48	69,195.36	70,923.84	72,698.08
	MONTHLY	4,850.73	4,971.89	5,096.17	5,223.92	5,354.61	5,488.25	5,625.71	5,766.28	5,910.32	6,058.17
	BIWEEKLY	2,238.80	2,294.72	2,352.08	2,411.04	2,471.36	2,533.04	2,596.48	2,661.36	2,727.84	2,796.08
	HOURLY	27.985	28.684	29.401	30.138	30.892	31.663	32.456	33.267	34.098	34.951
X20	ANNUAL	59,662.72	61,154.08	62,687.04	64,255.36	65,859.04	67,508.48	69,195.36	70,923.84	72,698.08	74,516.00
	MONTHLY	4,971.89	5,096.17	5,223.92	5,354.61	5,488.25	5,625.71	5,766.28	5,910.32	6,058.17	6,209.67
	BIWEEKLY	2,294.72	2,352.08	2,411.04	2,471.36	2,533.04	2,596.48	2,661.36	2,727.84	2,796.08	2,866.00
	HOURLY	28.684	29.401	30.138	30.892	31.663	32.456	33.267	34.098	34.951	35.825

# E PAY PLAN

Reflects 3% increase

Effective August 15, 2024

2.75% Between Steps

CLASS		PAY										
CODE	CLASS TITLE	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
0028	PARALEGAL	E09	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461
0029	LITIGATION SUPPORT PARALEGAL	E12	31.832	32.710	33.608	34.533	35.480	36.458	37.461	38.492	39.550	40.639
0607	HUMAN RESOURCES SPECIALIST	E11	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461	38.492	39.550
0608	SENIOR HUMAN RESOURCES SPECIALIST	E15	34.533	35.480	36.458	37.461	38.492	39.550	40.639	41.755	42.904	44.083
0612	HUMAN RESOURCES REPRESENTATIVE	E05	26.326	27.052	27.794	28.559	29.347	30.150	30.983	31.832	32.710	33.608
0629	CITY COUNCIL SECRETARY	E04	25.622	26.326	27.052	27.794	28.559	29.347	30.150	30.983	31.832	32.710
0630	EXECUTIVE SECRETARY	E09	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461
0631	EXECUTIVE AIDE	E12	31.832	32.710	33.608	34.533	35.480	36.458	37.461	38.492	39.550	40.639
0655	OMBUDSMAN	E12	31.832	32.710	33.608	34.533	35.480	36.458	37.461	38.492	39.550	40.639
1130	PAYROLL ADMINISTRATOR	E19	38.492	39.550	40.639	41.755	42.904	44.083	45.295	46.542	47.823	49.136
1133	PAYROLL SPECIALIST	E09	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461
1321	WORKERS' COMPENSATION CLAIMS SPECIALIST	E07	27.794	28.559	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480
1550	GRANT COORDINATOR I	E04	25.622	26.326	27.052	27.794	28.559	29.347	30.150	30.983	31.832	32.710
1551	GRANT COORDINATOR II	E09	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461

## E RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.75% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
E01	ANNUAL	49,129.60	50,479.52	51,866.88	53,293.76	54,758.08	56,268.16	57,811.52	59,402.72	61,041.76	62,712.00
	MONTHLY	4,094.13	4,206.63	4,322.24	4,441.15	4,563.17	4,689.01	4,817.63	4,950.23	5,086.81	5,226.00
	BIWEEKLY	1,889.60	1,941.52	1,994.88	2,049.76	2,106.08	2,164.16	2,223.52	2,284.72	2,347.76	2,412.00
	HOURLY	23.620	24.269	24.936	25.622	26.326	27.052	27.794	28.559	29.347	30.150
E02	ANNUAL	50,479.52	51,866.88	53,293.76	54,758.08	56,268.16	57,811.52	59,402.72	61,041.76	62,712.00	64,444.64
	MONTHLY	4,206.63	4,322.24	4,441.15	4,563.17	4,689.01	4,817.63	4,950.23	5,086.81	5,226.00	5,370.39
	BIWEEKLY	1,941.52	1,994.88	2,049.76	2,106.08	2,164.16	2,223.52	2,284.72	2,347.76	2,412.00	2,478.64
	HOURLY	24.269	24.936	25.622	26.326	27.052	27.794	28.559	29.347	30.150	30.983
E03	ANNUAL	51,866.88	53,293.76	54,758.08	56,268.16	57,811.52	59,402.72	61,041.76	62,712.00	64,444.64	66,210.56
	MONTHLY	4,322.24	4,441.15	4,563.17	4,689.01	4,817.63	4,950.23	5,086.81	5,226.00	5,370.39	5,517.55
	BIWEEKLY	1,994.88	2,049.76	2,106.08	2,164.16	2,223.52	2,284.72	2,347.76	2,412.00	2,478.64	2,546.56
	HOURLY	24.936	25.622	26.326	27.052	27.794	28.559	29.347	30.150	30.983	31.832
E04	ANNUAL	53,293.76	54,758.08	56,268.16	57,811.52	59,402.72	61,041.76	62,712.00	64,444.64	66,210.56	68,036.80
	MONTHLY	4,441.15	4,563.17	4,689.01	4,817.63	4,950.23	5,086.81	5,226.00	5,370.39	5,517.55	5,669.73
	BIWEEKLY	2,049.76	2,106.08	2,164.16	2,223.52	2,284.72	2,347.76	2,412.00	2,478.64	2,546.56	2,616.80
	HOURLY	25.622	26.326	27.052	27.794	28.559	29.347	30.150	30.983	31.832	32.710
E05	ANNUAL	54,758.08	56,268.16	57,811.52	59,402.72	61,041.76	62,712.00	64,444.64	66,210.56	68,036.80	69,904.64
	MONTHLY	4,563.17	4,689.01	4,817.63	4,950.23	5,086.81	5,226.00	5,370.39	5,517.55	5,669.73	5,825.39
	BIWEEKLY	2,106.08	2,164.16	2,223.52	2,284.72	2,347.76	2,412.00	2,478.64	2,546.56	2,616.80	2,688.64
	HOURLY	26.326	27.052	27.794	28.559	29.347	30.150	30.983	31.832	32.710	33.608

## E RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.75% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
E06	ANNUAL	56,268.16	57,811.52	59,402.72	61,041.76	62,712.00	64,444.64	66,210.56	68,036.80	69,904.64	71,828.64
	MONTHLY	4,689.01	4,817.63	4,950.23	5,086.81	5,226.00	5,370.39	5,517.55	5,669.73	5,825.39	5,985.72
	BIWEEKLY	2,164.16	2,223.52	2,284.72	2,347.76	2,412.00	2,478.64	2,546.56	2,616.80	2,688.64	2,762.64
	HOURLY	27.052	27.794	28.559	29.347	30.150	30.983	31.832	32.710	33.608	34.533
E07	ANNUAL	57,811.52	59,402.72	61,041.76	62,712.00	64,444.64	66,210.56	68,036.80	69,904.64	71,828.64	73,798.40
	MONTHLY	4,817.63	4,950.23	5,086.81	5,226.00	5,370.39	5,517.55	5,669.73	5,825.39	5,985.72	6,149.87
	BIWEEKLY	2,223.52	2,284.72	2,347.76	2,412.00	2,478.64	2,546.56	2,616.80	2,688.64	2,762.64	2,838.40
	HOURLY	27.794	28.559	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480
E08	ANNUAL	59,402.72	61,041.76	62,712.00	64,444.64	66,210.56	68,036.80	69,904.64	71,828.64	73,798.40	75,832.64
	MONTHLY	4,950.23	5,086.81	5,226.00	5,370.39	5,517.55	5,669.73	5,825.39	5,985.72	6,149.87	6,319.39
	BIWEEKLY	2,284.72	2,347.76	2,412.00	2,478.64	2,546.56	2,616.80	2,688.64	2,762.64	2,838.40	2,916.64
	HOURLY	28.559	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480	36.458
E09	ANNUAL	61,041.76	62,712.00	64,444.64	66,210.56	68,036.80	69,904.64	71,828.64	73,798.40	75,832.64	77,918.88
	MONTHLY	5,086.81	5,226.00	5,370.39	5,517.55	5,669.73	5,825.39	5,985.72	6,149.87	6,319.39	6,493.24
	BIWEEKLY	2,347.76	2,412.00	2,478.64	2,546.56	2,616.80	2,688.64	2,762.64	2,838.40	2,916.64	2,996.88
	HOURLY	29.347	30.150	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461
E10	ANNUAL	62,712.00	64,444.64	66,210.56	68,036.80	69,904.64	71,828.64	73,798.40	75,832.64	77,918.88	80,063.36
	MONTHLY	5,226.00	5,370.39	5,517.55	5,669.73	5,825.39	5,985.72	6,149.87	6,319.39	6,493.24	6,671.95
	BIWEEKLY	2,412.00	2,478.64	2,546.56	2,616.80	2,688.64	2,762.64	2,838.40	2,916.64	2,996.88	3,079.36
	HOURLY	30.150	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461	38.492

## E RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.75% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
E11	ANNUAL	64,444.64	66,210.56	68,036.80	69,904.64	71,828.64	73,798.40	75,832.64	77,918.88	80,063.36	82,264.00
	MONTHLY	5,370.39	5,517.55	5,669.73	5,825.39	5,985.72	6,149.87	6,319.39	6,493.24	6,671.95	6,855.33
	BIWEEKLY	2,478.64	2,546.56	2,616.80	2,688.64	2,762.64	2,838.40	2,916.64	2,996.88	3,079.36	3,164.00
	HOURLY	30.983	31.832	32.710	33.608	34.533	35.480	36.458	37.461	38.492	39.550
E12	ANNUAL	66,210.56	68,036.80	69,904.64	71,828.64	73,798.40	75,832.64	77,918.88	80,063.36	82,264.00	84,529.12
	MONTHLY	5,517.55	5,669.73	5,825.39	5,985.72	6,149.87	6,319.39	6,493.24	6,671.95	6,855.33	7,044.09
	BIWEEKLY	2,546.56	2,616.80	2,688.64	2,762.64	2,838.40	2,916.64	2,996.88	3,079.36	3,164.00	3,251.12
	HOURLY	31.832	32.710	33.608	34.533	35.480	36.458	37.461	38.492	39.550	40.639
E13	ANNUAL	68,036.80	69,904.64	71,828.64	73,798.40	75,832.64	77,918.88	80,063.36	82,264.00	84,529.12	86,850.40
	MONTHLY	5,669.73	5,825.39	5,985.72	6,149.87	6,319.39	6,493.24	6,671.95	6,855.33	7,044.09	7,237.53
	BIWEEKLY	2,616.80	2,688.64	2,762.64	2,838.40	2,916.64	2,996.88	3,079.36	3,164.00	3,251.12	3,340.40
	HOURLY	32.710	33.608	34.533	35.480	36.458	37.461	38.492	39.550	40.639	41.755
E14	ANNUAL	69,904.64	71,828.64	73,798.40	75,832.64	77,918.88	80,063.36	82,264.00	84,529.12	86,850.40	89,240.32
	MONTHLY	5,825.39	5,985.72	6,149.87	6,319.39	6,493.24	6,671.95	6,855.33	7,044.09	7,237.53	7,436.69
	BIWEEKLY	2,688.64	2,762.64	2,838.40	2,916.64	2,996.88	3,079.36	3,164.00	3,251.12	3,340.40	3,432.32
	HOURLY	33.608	34.533	35.480	36.458	37.461	38.492	39.550	40.639	41.755	42.904
E15	ANNUAL	71,828.64	73,798.40	75,832.64	77,918.88	80,063.36	82,264.00	84,529.12	86,850.40	89,240.32	91,692.64
	MONTHLY	5,985.72	6,149.87	6,319.39	6,493.24	6,671.95	6,855.33	7,044.09	7,237.53	7,436.69	7,641.05
	BIWEEKLY	2,762.64	2,838.40	2,916.64	2,996.88	3,079.36	3,164.00	3,251.12	3,340.40	3,432.32	3,526.64
	HOURLY	34.533	35.480	36.458	37.461	38.492	39.550	40.639	41.755	42.904	44.083



## E RANGES

Reflects 3% increase  
Effective August 15, 2024  
2.75% Between Steps

PAY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J
E16	ANNUAL	73,798.40	75,832.64	77,918.88	80,063.36	82,264.00	84,529.12	86,850.40	89,240.32	91,692.64	94,213.60
	MONTHLY	6,149.87	6,319.39	6,493.24	6,671.95	6,855.33	7,044.09	7,237.53	7,436.69	7,641.05	7,851.13
	BIWEEKLY	2,838.40	2,916.64	2,996.88	3,079.36	3,164.00	3,251.12	3,340.40	3,432.32	3,526.64	3,623.60
	HOURLY	35.480	36.458	37.461	38.492	39.550	40.639	41.755	42.904	44.083	45.295
E17	ANNUAL	75,832.64	77,918.88	80,063.36	82,264.00	84,529.12	86,850.40	89,240.32	91,692.64	94,213.60	96,807.36
	MONTHLY	6,319.39	6,493.24	6,671.95	6,855.33	7,044.09	7,237.53	7,436.69	7,641.05	7,851.13	8,067.28
	BIWEEKLY	2,916.64	2,996.88	3,079.36	3,164.00	3,251.12	3,340.40	3,432.32	3,526.64	3,623.60	3,723.36
	HOURLY	36.458	37.461	38.492	39.550	40.639	41.755	42.904	44.083	45.295	46.542
E18	ANNUAL	77,918.88	80,063.36	82,264.00	84,529.12	86,850.40	89,240.32	91,692.64	94,213.60	96,807.36	99,471.84
	MONTHLY	6,493.24	6,671.95	6,855.33	7,044.09	7,237.53	7,436.69	7,641.05	7,851.13	8,067.28	8,289.32
	BIWEEKLY	2,996.88	3,079.36	3,164.00	3,251.12	3,340.40	3,432.32	3,526.64	3,623.60	3,723.36	3,825.84
	HOURLY	37.461	38.492	39.550	40.639	41.755	42.904	44.083	45.295	46.542	47.823
E19	ANNUAL	80,063.36	82,264.00	84,529.12	86,850.40	89,240.32	91,692.64	94,213.60	96,807.36	99,471.84	102,202.88
	MONTHLY	6,671.95	6,855.33	7,044.09	7,237.53	7,436.69	7,641.05	7,851.13	8,067.28	8,289.32	8,516.91
	BIWEEKLY	3,079.36	3,164.00	3,251.12	3,340.40	3,432.32	3,526.64	3,623.60	3,723.36	3,825.84	3,930.88
	HOURLY	38.492	39.550	40.639	41.755	42.904	44.083	45.295	46.542	47.823	49.136
E20	ANNUAL	82,264.00	84,529.12	86,850.40	89,240.32	91,692.64	94,213.60	96,807.36	99,471.84	102,202.88	105,015.04
	MONTHLY	6,855.33	7,044.09	7,237.53	7,436.69	7,641.05	7,851.13	8,067.28	8,289.32	8,516.91	8,751.25
	BIWEEKLY	3,164.00	3,251.12	3,340.40	3,432.32	3,526.64	3,623.60	3,723.36	3,825.84	3,930.88	4,039.04
	HOURLY	39.550	40.639	41.755	42.904	44.083	45.295	46.542	47.823	49.136	50.488

## W PAY PLAN

Reflects a 3% increase  
Effective August 15, 2024

CLASS CODE	CLASS TITLE	PAY RANGE	MINIMUM	MAXIMUM
0615	ACCOMMODATION AND ABSENCE MANAGER	W01	37.695	54.658
0616	HUMAN RESOURCES MANAGER	W03	47.284	68.562
0617	SENIOR HUMAN RESOURCES BUSINESS PARTNER	W03	47.284	68.562
0618	COMPENSATION MANAGER	W03	47.284	68.562
0620	PENSION OFFICER	W03	47.284	68.562
0621	CULTURE AND ORGANIZATIONAL DEVELOPMENT MANAGER	W01	37.695	54.658
0622	LEARNING AND ORGANIZATIONAL DEVELOPMENT DIVISION LEADER	W04	52.958	76.789
0623	HUMAN RESOURCES INFORMATION SYSTEM DIVISION LEADER	W04	52.958	76.789
0624	EMPLOYEE ENGAGEMENT DIVISION LEADER	W04	52.958	76.789
0625	TALENT ACQUISITION DIVISION LEADER	W04	52.958	76.789
0626	TOTAL REWARDS DIVISION LEADER	W04	52.958	76.789
0627	HUMAN RESOURCES INFORMATION SYSTEMS ANALYST	W01	37.695	54.658
0633	EXECUTIVE ASSISTANT	W01	37.695	54.658
0634	HUMAN RESOURCES SERVICE CENTER MANAGER	W01	37.695	54.658
0705	ATTORNEY I	W01	37.695	54.658
0706	ATTORNEY II	W03	47.284	68.562
0707	SENIOR ATTORNEY	W05	59.313	86.004
0708	CHIEF ASSISTANT CITY ATTORNEY	W06	66.430	96.325
1127	CITY CONTROLLER	W04	52.958	76.789
1145	TRANSPORTATION/UTILITIES BUSINESS MANAGER	W04	52.958	76.789
1169	BUDGET OFFICER	W05	59.313	86.004
1320	RISK MANAGEMENT DIVISION LEADER	W04	52.958	76.789
1322	CLAIMS AND INSURANCE ADMINISTRATOR	W01	37.695	54.658
1324	SAFETY PROGRAM ADMINISTRATOR	W01	37.695	54.658
1326	WORKERS' COMPENSATION CLAIMS COORDINATOR	W01	37.695	54.658
1450	CHIEF INFORMATION OFFICER	W05	59.313	86.004
1453	INFORMATION SECURITY OFFICER	W03	47.284	68.562
1454	TECHNOLOGY PROJECT MANAGER	W03	47.284	68.562
1646	CHIEF COMMUNICATIONS OFFICER	W03	47.284	68.562
2020	ASSISTANT DIRECTOR OF TRANSPORTATION (CITY ENGINEER)	W05	59.313	86.004
2021	ASSISTANT CITY ENGINEER	W04	52.958	76.789
2023	DEPARTMENT LIAISON AND COMPLIANCE ADMINISTRATOR	W03	47.284	68.562
2024	ASSISTANT DIRECTOR OF UTILITIES	W05	59.313	86.004
2026	FIBER NETWORK AND RIGHT-OF-WAY MANAGER	W04	52.958	76.789
2207	ASSISTANT DIRECTOR OF URBAN DEVELOPMENT	W04	52.958	76.789
2255	HUMAN RIGHTS MANAGER	W02	42.218	61.216
2415	ASSISTANT DIRECTOR OF AGING PARTNERS	W02	42.218	61.216
3002	ASSISTANT FIRE CHIEF	W05	59.313	86.004
3008	BATTALION CHIEF	W03	47.284	68.562
3017	BATTALION CHIEF	W56	33.775	48.972
3019	DIVISION CHIEF OF TRAINING	W03	47.284	68.562
3024	DIVISION CHIEF OF LOGISTICS	W03	47.284	68.562
3122	POLICE LIEUTENANT	W02	42.218	61.216
3123	POLICE CAPTAIN	W03	47.284	68.562
3125	ASSISTANT CHIEF OF POLICE	W05	59.313	86.004
3239	BUILDING AND SAFETY MANAGER	W03	47.284	68.562
3602	ASSISTANT HEALTH DIRECTOR	W05	59.313	86.004
3604	RESOURCE AND PROGRAM DEVELOPMENT COORDINATOR	W03	47.284	68.562
5530	PARKS & RECREATION FACILITIES/OPERATIONS MANAGER	W03	47.284	68.562
5531	ASSISTANT DIRECTOR OF PARKS & RECREATION	W04	52.958	76.789
5600	ASSISTANT DIRECTOR OF TRANSIT	W05	59.313	86.004

# W RANGES

Reflects a 3% increase  
Effective August 15, 2024

<b>PAY RANGE</b>		<b>MINIMUM</b>	<b>MAXIMUM</b>
W01	Annual	78,405.60	113,688.64
	Monthly	6,533.80	9,474.05
	Biweekly	3,015.60	4,372.64
	Hourly	37.695	54.658
W02	Annual	87,813.44	127,329.28
	Monthly	7,317.79	10,610.77
	Biweekly	3,377.44	4,897.28
	Hourly	42.218	61.216
W03	Annual	98,350.72	142,608.96
	Monthly	8,195.89	11,884.08
	Biweekly	3,782.72	5,484.96
	Hourly	47.284	68.562
W04	Annual	110,152.64	159,721.12
	Monthly	9,179.39	13,310.09
	Biweekly	4,236.64	6,143.12
	Hourly	52.958	76.789
W05	Annual	123,371.04	178,888.32
	Monthly	10,280.92	14,907.36
	Biweekly	4,745.04	6,880.32
	Hourly	59.313	86.004
W06	Annual	138,174.40	200,356.00
	Monthly	11,514.53	16,696.33
	Biweekly	5,314.40	7,706.00
	Hourly	66.430	96.325
W56	Annual	98,352.80	142,606.46
	Monthly	8,196.07	11,883.87
	Biweekly	3,782.80	5,484.86
	Hourly	33.775	48.972