

**CITY OF DULUTH PAY GRADE CHART
APPROVED 7-1-2017**

<u>Grade</u>	<u>Annual Range</u>		<u>Hourly Range</u>		<u>Department</u>	<u>EEOC Category</u>	<u>EEOC Function</u>	<u>FLSA</u>	<u>WC</u>
<u>1</u>	<u>\$ 15,101</u>	<u>\$ 23,400</u>	<u>\$ 7.26</u>	<u>\$ 11.25</u>					
<u>2</u>	<u>\$ 15,829</u>	<u>\$ 24,544</u>	<u>\$ 7.61</u>	<u>\$ 11.80</u>					
<u>3</u>	<u>\$ 16,640</u>	<u>\$ 25,771</u>	<u>\$ 8.00</u>	<u>\$ 12.39</u>					
<u>4</u>	<u>\$ 17,493</u>	<u>\$ 27,082</u>	<u>\$ 8.41</u>	<u>\$ 13.02</u>					
<u>5</u>	<u>\$ 18,366</u>	<u>\$ 28,454</u>	<u>\$ 8.83</u>	<u>\$ 13.68</u>					
<u>6</u>	<u>\$ 19,240</u>	<u>\$ 29,848</u>	<u>\$ 9.25</u>	<u>\$ 14.35</u>					
<u>7</u>	<u>\$ 20,197</u>	<u>\$ 31,325</u>	<u>\$ 9.71</u>	<u>\$ 15.06</u>					
<u>8</u>	<u>\$ 21,237</u>	<u>\$ 32,885</u>	<u>\$ 10.21</u>	<u>\$ 15.81</u>					
<u>9</u>	<u>\$ 22,277</u>	<u>\$ 34,540</u>	<u>\$ 10.71</u>	<u>\$ 16.62</u>					
<u>10</u>	<u>\$ 23,421</u>	<u>\$ 36,296</u>	<u>\$ 11.26</u>	<u>\$ 17.45</u>					
<u>11</u>	<u>\$ 24,565</u>	<u>\$ 38,106</u>	<u>\$ 11.81</u>	<u>\$ 18.32</u>					
<u>12</u>	<u>\$ 25,793</u>	<u>\$ 39,998</u>	<u>\$ 12.40</u>	<u>\$ 19.23</u>					
<u>13</u>	<u>\$ 27,118</u>	<u>\$ 41,986</u>	<u>\$ 13.04</u>	<u>\$ 20.18</u>					
	Building Custodian				Business Office	08	13	N	9015
	Building Custodian				Parks & Recreation	08	06	N	9015
<u>14</u>	<u>\$ 28,475</u>	<u>\$ 44,075</u>	<u>\$ 13.69</u>	<u>\$ 21.19</u>					
	Sr. Building Custodian				Business Office	08	13	N	9015
<u>15</u>	<u>\$ 29,866</u>	<u>\$ 46,293</u>	<u>\$ 14.36</u>	<u>\$ 22.24</u>					
	Court Cashier				Municipal Court	06	01	N	8810
	Parks Office Assistant				Parks & Recreation	06	06	N	8810
	Parks Maintenance Worker I				Parks & Recreation	08	06	N	9102
	PW Maintenance Worker I				Public Works	08	02	N	9402
<u>16</u>	<u>\$ 31,387</u>	<u>\$ 48,589</u>	<u>\$ 15.09</u>	<u>\$ 23.36</u>					
	Court Assistant				Municipal Court	06	01	N	8810
	Parks Maintenance Worker II				Parks & Recreation	08	06	N	9102
	Police Records Technician				Police	06	04	N	8810
	PW Maintenance Worker II				Public Works	08	02	N	9402

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<u>17</u>	<u>\$ 32,939</u>	<u>\$ 51,032</u>	<u>\$ 15.83</u>	<u>\$ 24.54</u>					
	Court Assistant, Sr.				Municipal Court	06	01	N	8810
	Police Fleet Assistant				Police	04	03	N	7720
	Maintenance Technician I				Public Works	07	02	N	9402
	Maintenance Technician I				Parks & Recreation	07	06	N	9102
	Police Records Technician, Sr.				Police	06	04	N	8810
	Purchasing Technician				Police	06	04	N	8810
	Stormwater Technician I				Community Development	08	13	N	9410
<u>18</u>	<u>\$ 34,611</u>	<u>\$ 53,622</u>	<u>\$ 16.64</u>	<u>\$ 25.78</u>					
	Accounting/HR Technician				Business Office	06	01	N	8810
	Building Maintenance Technician				Police	08	13	N	9015
	Heavy Equipment Operator				Public Works	07	02	N	9402
	Maintenance Technician II				Public Works	07	02	N	9402
	Maintenance Technician II				Parks & Recreation	07	06	N	9102
	Stormwater Technician II				Community Development	08	13	N	9410
	Lead Court Assistant				Municipal Court	06	01	N	8810
<u>19</u>	<u>\$ 36,337</u>	<u>\$ 56,291</u>	<u>\$ 17.47</u>	<u>\$ 27.06</u>					
	Accounting Technician, Sr.				Business Office	06	01	N	8810
	Administrative Assistant				Police	06	04	N	8810
	Administrative Assistant				Community Development	06	10	N	8810
	Administrative Assistant				Business Office	06	01	N	8810
	Administrative Assistant				Municipal Court	06	01	N	8810
	Code Compliance Officer				Community Development	03	10	N	9410
	Communications Officer				Police	03	04	N	8810
	Parks Maintenance Supervisor				Parks	08	06	N	9102
<u>20</u>	<u>\$ 38,155</u>	<u>\$ 59,105</u>	<u>\$ 18.35</u>	<u>\$ 28.41</u>					
	Alcohol & Excise Tax Officer				Business Office	06	01	N	8810
	Communications Officer, Sr.				Police	03	04	N	8810
	Crime Scene Technician I (entry)				Police	03	04	N	9410
	Deputy Clerk of Municipal Court				Municipal Court	06	01	N	8810
	Events Coordinator				Community Development	03	01	N	9410
	Judicial Administrative Assistant				Municipal Court	06	01	N	8810
	Marketing Coordinator				Community Development	03	01	N	9410
	Occupational Tax Officer				Business Office	06	01	N	8810
	Payroll & Benefits Specialist				Business Office	06	01	N	8810
	Property Tax Officer				Business Office	06	01	N	8810
<u>21</u>	<u>\$ 50,060</u>	<u>\$ 62,048</u>	<u>\$ 19.29</u>	<u>\$ 29.83</u>					
	Administrative Assistant, Sr.				any	06	n/a	E	8810
	Crime Scene Technician II (CSI cert.)				Police	03	04	N	9410
	Heavy Equipment Maintenance Mechanic				Public Works	07	02	N	9402
	Public Works Supervisor				Public Works	08	02	N	9402
	Senior Events & Facility Coordinator				Parks & Recreation	05	06	E	9102
	Stormwater Supervisor				Community Development	03	13	N	9410
	Marketing Coordinator, Sr.				Community Development	03	01	N	9410

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<u>22</u>	<u>\$ 42,072</u>	<u>\$ 65,143</u>	<u>\$ 20.22</u>	<u>\$ 31.32</u>					
	Administrative Records Supervisor		Business Office	06	01	N	8810		
	Assistant to Mayor and City Manager		City Manager's Office	06	01	E	8810		
	Athletic & Tennis Coordinator		Parks & Recreation	05	06	E	9102		
	Crime Scene Technician III (police cert.)		Police	03	04	N	9410		
	Police Officer		Police	04	04	N - 207k	7720		
	Police Records Supervisor		Police	06	04	N	8810		
<u>23</u>	<u>\$ 44,150</u>	<u>\$ 68,411</u>	<u>\$ 21.22</u>	<u>\$ 32.89</u>					
	Communications Supervisor		Police	03	04	E	8810		
	Building & Development Inspector		Community Development	03	10	N	9410		
	Economic Development Specialist		Community Development	02	10	E	9410		
	Master Police Officer		Police	04	04	N - 207k	7720		
<u>24</u>	<u>\$ 46,358</u>	<u>\$ 71,852</u>	<u>\$ 22.28</u>	<u>\$ 34.54</u>					
	Downtown Coordinator		Community Development	06	10	E	9410		
	GIS Specialist		Community Development	02	10	E/N	9410		
	Information Technology Technician		Business Office	03	01	N	9410		
	Planner, Zoning & Development		Community Development	03	10	E	9410		
	Planner		Community Development	03	10	E	9410		
	Police Corporal		Police	04	04	N - 207k	7720		
<u>25</u>	<u>\$ 48,673</u>	<u>\$ 75,445</u>	<u>\$ 23.40</u>	<u>\$ 36.27</u>					
	Accounting Officer		Business Office	02	01	E	8810		
	Assistant Director (Recreation)		Parks & Recreation	02	06	E	9102		
	Assistant Director (Parks)		Parks & Recreation	02	06	E	9102		
	Building & Development Inspector I		Community Development	03	09	N	9410		
<u>26</u>	<u>\$ 51,097</u>	<u>\$ 78,189</u>	<u>\$ 24.57</u>	<u>\$ 38.08</u>					
	Clerk of Municipal Court		Municipal Court	06	01	E	8810		
	Deputy Director Public Works		Public Works	01	02	E	9402		
	Planner, Sr.		Community Development	03	10	E	9410		
	Police Sergeant		Police	03	04	N - 207k	7720		
	Sr. GIS Specialist/Planner		Community Development	02	10	E	9410		
<u>27</u>	<u>\$ 53,673</u>	<u>\$ 83,150</u>	<u>\$ 25.81</u>	<u>\$ 39.97</u>					
	Building & Dev. Inspector II (Building Official)		Community Development	03	09	N	9410		
<u>28</u>	<u>\$ 56,356</u>	<u>\$ 87,305</u>	<u>\$ 27.09</u>	<u>\$ 41.97</u>					
	Deputy I.T. Manager		Business Office	03	01	E	8810		
	Human Resources Manager		Business Office	02	01	E	8810		
	Police Lieutenant		Police	02	04	N-207k / E	7720		
<u>29</u>	<u>\$ 59,192</u>	<u>\$ 91,699</u>	<u>\$ 28.45</u>	<u>\$ 44.08</u>					
	Deputy City Clerk		City Clerk's Office	01	01	E	8810		
	Economic Development Manager		Community Development	02	10	E	9410		
	Public Information & Marketing Manager		Community Development	01	01	E	9410		

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<u>30</u>	<u>\$ 62,157</u> <u>\$ 96,243</u>	<u>\$ 29.89</u> <u>\$ 46.27</u>					
	Police Captain		Police	02	04	E	7720
<u>31</u>	<u>\$ 65,230</u> <u>\$ 101,070</u>	<u>\$ 31.36</u> <u>\$ 48.59</u>					
	City Engineer (currently inactive; outsourced)		Community Development	02	10	E	9410
<u>32</u>	<u>\$ 68,498</u> <u>\$ 106,156</u>	<u>\$ 32.94</u> <u>\$ 51.04</u>					
	Parks & Recreation Director		Parks & Recreation	01	06	E	9102
	Planning Director		Planning & Development	01	10	E	9410
	Police Major		Police	01	04	E	7720
	Public Works Director		Public Works	01	02	E	9402
<u>33</u>	<u>\$ 71,939</u> <u>\$ 111,436</u>	<u>\$ 34.94</u> <u>\$ 53.57</u>					
	Finance Manager		Business Office	02	01	E	8810
	IT Manager		Business Office	03	01	E	8810
<u>34</u>	<u>\$ 75,532</u> <u>\$ 116,999</u>	<u>\$ 36.31</u> <u>\$ 56.25</u>					
	City Clerk		City Clerk's Office	01	01	E	8810
<u>35</u>	<u>\$ 79,297</u> <u>\$ 122,864</u>	<u>\$ 38.13</u> <u>\$ 59.07</u>					
	Deputy Police Chief		Police	01	04	E	7720
<u>36</u>	<u>\$ 83,258</u> <u>\$ 128,988</u>	<u>\$ 40.02</u> <u>\$ 62.02</u>					
<u>37</u>	<u>\$ 87,413</u> <u>\$ 135,148</u>	<u>\$ 42.02</u> <u>\$ 65.14</u>					
<u>38</u>	<u>\$ 91,807</u> <u>\$ 142,234</u>	<u>\$ 44.13</u> <u>\$ 68.38</u>					
<u>39</u>	<u>\$ 96,395</u> <u>\$ 149,332</u>	<u>\$ 46.35</u> <u>\$ 71.79</u>					
	Police Chief		Police	01	04	E	7720
<u>40</u>	<u>\$ 101,221</u> <u>\$ 156,831</u>	<u>\$ 48.67</u> <u>\$ 75.39</u>					
<u>41</u>	<u>\$ 106,264</u> <u>\$ 164,634</u>	<u>\$ 51.09</u> <u>\$ 79.15</u>					
<u>42</u>	<u>\$ 111,566</u> <u>\$ 172,879</u>	<u>\$ 53.64</u> <u>\$ 83.12</u>					
	Chief Municipal Court Judge/Court Administrator		Municipal Court	01	01	E	8810
<u>43</u>	<u>\$ 117,172</u> <u>\$ 181,536</u>	<u>\$ 56.33</u> <u>\$ 87.28</u>					
<u>44</u>	<u>\$ 123,015</u> <u>\$ 190,583</u>	<u>\$ 59.14</u> <u>\$ 91.63</u>					
<u>45</u>	<u>\$ 129,162</u> <u>\$ 200,172</u>	<u>\$ 62.10</u> <u>\$ 96.21</u>					

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<u>46</u>	<u>\$ 135,654</u>	<u>\$ 210,126</u>	<u>\$ 65.22</u>	<u>\$ 101.02</u>					
<u>47</u>	<u>\$ 142,407</u>	<u>\$ 220,644</u>	<u>\$ 68.47</u>	<u>\$ 106.08</u>					
<u>48</u>	<u>\$ 149,505</u>	<u>\$ 231,703</u>	<u>\$ 71.88</u>	<u>\$ 111.40</u>					
<u>49</u>	<u>\$ 155,439</u>	<u>\$ 240,852</u>	<u>\$ 75.48</u>	<u>\$ 116.95</u>					
<u>50</u>	<u>\$ 163,218</u>	<u>\$ 252,873</u>	<u>\$ 79.25</u>	<u>\$ 122.79</u>					

NOT ON PAY SCALE

	<u>Department</u>	<u>EEOC Category</u>	<u>EEOC Function</u>	<u>FLSA</u>	<u>WC</u>
City Manager plus car allowance of \$100/bi-weekly = \$2600 annual plus additional 401(a) contribution of \$10,000 (one time only 2016)	\$ 125,500 City Manager's Office	01	01	E	8810
Mayor \$500/mo. Plus \$150 per meeting (2 meetings/month max)		01	01	E	8810
City Counselmembers \$200/mo. Plus \$150 per meeting (2 meetings/month max)		01	01	E	8810
Associate Municipal Court Judges \$400 per court session of at least 1 hour; other duties \$125 per hour		01	01	E	8810
Municipal Court Solicitors \$135/hour		01	01	E	AP
Board & Commission Members \$25/meeting					8810
Finance Committee		01	01	E	8810
Planning Commission		01	10	E	8810
Zoning Board of Appeals		01	10	E	8810
Alcohol Review Board		01	01	E	8810
Parks & Recreation Advisory Board (non-paid)					

EEOC Categories

- 01 - Officials & Administrators
- 02 - Professionals
- 03 - Technicians
- 04 - Protective Services
- 05 - Para-professionals
- 06 - Administrative Support
- 07 - Skilled Craft Workers
- 08 - Service-Maintenance

Workers' Compensation Codes

- 7720 - Police Department Employees
- 8810 - Clerical/Office (& elected/appointed)
- 9015 - Building Operations
- 9102 - Parks & Recreation
- 9402 - Street Cleaning
- 9410 - Not otherwise classified

FLSA Codes

- N - Non-Exempt
- E - Exempt
- 207k - Law Enforcement Special exemption up to 43 hours at regular rate & up to 28-day cycles

Federal Minimum Wage

7/24/2009 \$ 7.25

Federal Minimum Wage for Exempt Status

7/24/2009 \$455/week \$ 23,660
12/1/2016 \$913/week \$ 47,476 injunction by federal court; don't know what real answer is now

EEOC Functions

- 01 - Financial/Administration/General Control
- 02 - Streets & Highways
- 03 - Public Welfare
- 04 - Police Protection
- 05 - Fire Protection
- 06 - Natural Resources/Parks & Recreation
- 07 - Hospitals & Sanatoriums
- 08 - Health
- 09 - Housing
- 10 - Community Development
- 11 - Corrections
- 12 - Utilities & Transportation
- 13 - Sanitation & Sewage
- 14 - Employment Security (State Govts only)
- 15 - Other

PART-TIME JOBS (Partial List in Process)	<u>Department</u>	<u>EEOC Category</u>	<u>EEOC Function</u>	<u>FLSA</u>	<u>WC</u>
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Note: Temporary, seasonal, and part-time employees are paid on the basis of education, experience, training, performance, and time of service with the City. Generally, these employees are paid on Grade 1, 9, 17 or 25.

Accounting Specialist	Business Office	06	01	N	8810
Accounting Technician	Business Office	06	01	N	8810
Administrative Assistant	Public Works	06	02	N	8810
Associate Municipal Court Judges	Municipal Court	01	01	N	8810
Court Bailiff	Police	04	04	N	7720
Dumpster Attendant	Public Works	08	02	N	9402
Event Attendant/Assistant	Community Development	05	06	N	9410
Financial Assistant	Business Office	06	01	N	8810
Fleet Assistant	Police	07	04	N	9410
License Compliance Inspector	City Clerk/Business Office	03	01	N	9410
Office Assistant	Parks & Recreation	06	06	N	8810
Office Assistant	Public Works	06	02	N	8810
Program/Office Assistant	Parks & Recreation	06	06	N	8810
Recreation Assistant	Parks & Recreation	05	06	N	9102
Summer Day Camp Counselors	Parks & Recreation	05	06	N	9102
Webmaster	Community Development	03	01	N	8810

Part-time jobs are typically placed on Grades 1, 9, 17, 25

HISTORY OF THE PAY CHART

ORIGINALLY EFFECTIVE 11-8-2000

AMENDED 1-1-2001 (1.5% COLA)

AMENDED 1-8-2001 (Add City Administrator)

AMENDED 1-1-2002 (2.8% COLA)

AMENDED 7-1-2002 (Salary Survey Changes)

AMENDED 1-1-2003 (1.5% COLA)

AMENDED 7-1-2003 (Salary Survey Changes)

AMENDED 1-1-2004 (1.0% COLA)

AMENDED 7-1-2004 (Salary Survey Changes)

AMENDED 1-1-2005 (2.1% COLA)

AMENDED 7-1-2005 (Salary Survey Changes)

AMENDED 1-1-2006 (3.0% COLA) & Added Chief Municipal Court Judge/Court Administrator

AMENDED 7-1-2006 (Salary Survey Changes)

AMENDED 8-1-2006 (added Public Info & Marketing Officer; and MIS Tech)

AMENDED 1-1-2007 (1.0% COLA)

AMENDED 7-1-2007 (Salary Survey Changes) & added 4 steps to each grade

AMENDED 1-1-2008 (3.0% COLA)

AMENDED 7-1-2008 (Salary Survey Changes)

AMENDED 1-1-2009 (3.0% COLA)

AMENDED 7-1-2009 (Salary Survey Changes)

Due to budget constraints, no COLA on 1-1-2010

No recommended salary survey changes on 7-1-2010; added Police Building Maintenance Technician

Due to budget constraints, no COLA on 1-1-2011

No recommended salary survey changes for 7-1-2011

UPDATED 4-1-2011 (to reflect changes in some job title names)

AMENDED 1-1-2012 (2.0% COLA) and other job title updates

AMENDED 7-1-2012 (2.0% COLA) and job regrades and new job titles

AMENDED 7-1-2013 (3.0% COLA) and job regrades and job title changes

AMENDED 7-1-2014 (2.0% COLA)

UPDATED 7-15-2014; added Accounting/HR Technician, IT Technician, GIS Specialist, Economic Development Specialist;

and changed Community Development department title to Community Development

UPDATED 8-30-2014; job regrades on Code Compliance Officer and Deputy Public Works Director;

added Stormwater Technician I & II, Stormwater Supervisor

UPDATED 1-23-2015 - added Maintenance Tech I & II; renamed PI & Marketing Manager (dept re-org)

UPDATED 6-22-2015 - added Court Cashier; corrected minor job title typos

UPDATED 7-1-2015 - (1.0% COLA) and job regrades

UPDATED 7-2-2016 (1% COLA) and job regrades

UPDATED 7-1-2017 (2% COLA) and job regrades

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