

**CITY OF DULUTH PAY GRADE CHART
APPROVED 7-2-2016**

<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>	\$ 14,811	\$ 22,941	\$ 7.12	\$ 11.03					
<u>2</u>	\$ 15,525	\$ 24,054	\$ 7.46	\$ 11.56					
<u>3</u>	\$ 16,323	\$ 25,273	\$ 7.85	\$ 12.15					
<u>4</u>	\$ 17,143	\$ 26,554	\$ 8.24	\$ 12.77					
<u>5</u>	\$ 18,004	\$ 27,899	\$ 8.66	\$ 13.41					
<u>6</u>	\$ 18,865	\$ 29,264	\$ 9.07	\$ 14.07					
<u>7</u>	\$ 19,811	\$ 30,714	\$ 9.52	\$ 14.77					
<u>8</u>	\$ 20,819	\$ 32,247	\$ 10.01	\$ 15.50					
<u>9</u>	\$ 21,848	\$ 33,886	\$ 10.50	\$ 16.29					
<u>10</u>	\$ 22,962	\$ 35,588	\$ 11.04	\$ 17.11					
<u>11</u>	\$ 24,079	\$ 37,352	\$ 11.58	\$ 17.96					
<u>12</u>	\$ 25,294	\$ 39,222	\$ 12.16	\$ 18.86					
<u>13</u>	\$ 26,596	\$ 41,155	\$ 12.79	\$ 19.79					
	Building Custodian (Inactive at this time)				Business Office	08	13	N	9015
<u>14</u>	\$ 27,920	\$ 43,213	\$ 13.42	\$ 20.78					
	Sr. Building Custodian				Business Office	08	13	N	9015
<u>15</u>	\$ 29,285	\$ 45,377	\$ 14.08	\$ 21.82					
	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>	\$ 30,777	\$ 47,646	\$ 14.80	\$ 22.91					
	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
<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>17</u>	\$ 32,289	\$ 50,041	\$ 15.52	\$ 24.06					
	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	
18	\$ 33,928	\$ 52,562	\$ 16.31	\$ 25.27			
	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	
19	\$ 35,630	\$ 55,188	\$ 17.13	\$ 26.53			
	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	
20	\$ 37,415	\$ 57,940	\$ 17.99	\$ 27.86			
	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	
	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	
21	\$ 39,285	\$ 60,839	\$ 18.89	\$ 29.25			
	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	
Grade	Annual Range	Hourly Range	Department	EEOC Category	EEOC Function	FLSA	WC
22	\$ 41,239	\$ 63,864	\$ 19.83	\$ 30.70			
	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	
23	\$ 43,276	\$ 67,079	\$ 20.81	\$ 32.25			
	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	
24	\$ 45,440	\$ 70,435	\$ 21.85	\$ 33.86			
	Downtown Coordinator	Community Development	06	10	E	9410	
	GIS Specialist (currently Inactive)	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	
25	\$ 47,709	\$ 73,969	\$ 22.94	\$ 35.56			
	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	
26	\$ 50,104	\$ 77,646	\$ 24.09	\$ 37.33			
	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	
27	\$ 52,625	\$ 81,511	\$ 25.30	\$ 39.19			
	Building & Dev. Inspector (Building Official)	Community Development	07	09	N	9410	
28	\$ 55,251	\$ 85,587	\$ 26.56	\$ 41.15			
	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	
29	\$ 58,024	\$ 89,893	\$ 27.90	\$ 43.22			
	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	
Grade	Annual Range	Hourly Range	Department	EEOC Category	EEOC Function	FLSA	WC
30	\$ 60,944	\$ 94,347	\$ 29.30	\$ 45.36			
	Police Captain	Police	02	04	E	7720	
31	\$ 63,948	\$ 99,095	\$ 30.74	\$ 47.64			
	City Engineer (currently inactive; outsourced)	Community Development	02	10	E	9410	

<u>32</u>	<u>\$ 67,163</u>	<u>\$ 104,074</u>	<u>\$ 32.29</u>	<u>\$ 50.04</u>					
	Parks & Recreation Director		Parks & Recreation	01	06	E	9102		
	Police Major		Police	01	04	E	7720		
	Public Works Director		Public Works	01	02	E	9402		

33 **\$ 70,524** **\$ 109,242** | **\$ 33.91** **\$ 52.52**

	Community Development Director		Community Development	01	10	E	9410		
	Finance Manager		Business Office	02	01	E	8810		
	IT Manager		Business Office	03	01	E	8810		

34 **\$ 53,253** **\$ 114,691** | **\$ 25.60** **\$ 55.14**

	City Clerk		City Clerk's Office	01	01	E	8810		
--	------------	--	---------------------	----	----	---	------	--	--

35 **\$ 77,751** **\$ 120,460** | **\$ 37.38** **\$ 57.91**

	Deputy Police Chief		Police	01	04	E	7720		
--	---------------------	--	--------	----	----	---	------	--	--

36 **\$ 81,616** **\$ 126,468** | **\$ 39.24** **\$ 60.80**

37 **\$ 85,692** **\$ 132,834** | **\$ 41.20** **\$ 63.86**

38 **\$ 89,998** **\$ 139,451** | **\$ 43.27** **\$ 67.04**

39 **\$ 94,515** **\$ 146,405** | **\$ 45.44** **\$ 70.39**

	Police Chief		Police	01	04	E	7720		
--	--------------	--	--------	----	----	---	------	--	--

40 **\$ 99,242** **\$ 153,737** | **\$ 47.71** **\$ 73.91**

41 **\$ 104,179** **\$ 161,404** | **\$ 50.09** **\$ 77.60**

42 **\$ 109,389** **\$ 169,493** | **\$ 52.59** **\$ 81.49**

	Chief Municipal Court Judge/Court Administrator		Municipal Court	01	01	E	8810		
--	---	--	-----------------	----	----	---	------	--	--

43 **\$ 114,872** **\$ 177,980** | **\$ 55.23** **\$ 85.57**

44 **\$ 120,607** **\$ 186,845** | **\$ 57.98** **\$ 89.83**

45 **\$ 126,636** **\$ 196,194** | **\$ 60.88** **\$ 94.32**

<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>46</u>	<u>\$ 133,002</u>	<u>\$ 206,004</u>	<u>\$ 63.94</u>	<u>\$ 99.04</u>					
<u>47</u>	<u>\$ 139,619</u>	<u>\$ 216,319</u>	<u>\$ 67.12</u>	<u>\$ 104.00</u>					
<u>48</u>	<u>\$ 146,573</u>	<u>\$ 227,160</u>	<u>\$ 70.47</u>	<u>\$ 109.21</u>					
<u>49</u>	<u>\$ 153,926</u>	<u>\$ 238,483</u>	<u>\$ 74.00</u>	<u>\$ 114.66</u>					
<u>50</u>	<u>\$ 161,615</u>	<u>\$ 250,394</u>	<u>\$ 77.70</u>	<u>\$ 120.38</u>					

NOT ON PAY SCALE

	<u>Department</u>	<u>EEOC Category</u>	<u>EEOC Function</u>	<u>FLSA</u>	<u>WC</u>
City Manager \$ 125,500 plus car allowance of \$100/bi-weekly = \$2600 annual plus additional 401(a) contribution of \$10,000 (one time only)	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

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

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

PART-TIME JOBS (Partial List in Process)	<u>Department</u>	<u>EEOC</u>	<u>EEOC</u>	<u>FLSA</u>	<u>WC</u>
		<u>Category</u>	<u>Function</u>		

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 7-2-2015 (1% COLA) and job regrades

|
|