

CITY OF DULUTH PAY GRADE CHART
Approved 1-1-2019 with 1% COLA

This chart is based on hourly wage x 2080 = annual range
 This formula does not hold true for exempt positions.
 See "exempt" range under pay grade number

<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>	\$ 15,558	\$ 24,107	\$ 7.48	\$ 11.59					
<u>2</u>	\$ 16,307	\$ 25,293	\$ 7.84	\$ 12.16					
<u>3</u>	\$ 17,139	\$ 26,562	\$ 8.24	\$ 12.77					
<u>4</u>	\$ 18,034	\$ 27,893	\$ 8.67	\$ 13.41					
<u>5</u>	\$ 18,928	\$ 29,307	\$ 9.10	\$ 14.09					
<u>6</u>	\$ 19,822	\$ 30,763	\$ 9.53	\$ 14.79					
<u>7</u>	\$ 20,800	\$ 32,261	\$ 10.00	\$ 15.51					
<u>8</u>	\$ 21,861	\$ 33,883	\$ 10.51	\$ 16.29					
<u>9</u>	\$ 22,942	\$ 35,610	\$ 11.03	\$ 17.12					
<u>10</u>	\$ 24,128	\$ 37,398	\$ 11.60	\$ 17.98					
<u>11</u>	\$ 25,314	\$ 39,270	\$ 12.17	\$ 18.88					
<u>12</u>	\$ 26,582	\$ 41,205	\$ 12.78	\$ 19.81					
<u>13</u>	\$ 27,934	\$ 43,243	\$ 13.43	\$ 20.79					
	Building Custodian				Business Office	08	13	N	9015
	Building Custodian				Parks & Recreation	08	06	N	9015
<u>14</u>	\$ 29,328	\$ 45,406	\$ 14.10	\$ 21.83					
	Sr. Building Custodian				Business Office	08	13	N	9015
<u>15</u>	\$ 30,784	\$ 47,694	\$ 14.80	\$ 22.93					
	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>	\$ 32,323	\$ 50,066	\$ 15.54	\$ 24.07					
	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>
17	\$ 33,925 \$ 52,582	\$ 16.31 \$ 25.28					
	Court Assistant, Sr.		Municipal Court	06	01	N	8810
	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	\$ 35,651 \$ 55,245	\$ 17.14 \$ 26.56					
	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
	Police Fleet Assistant		Police	04	03	N	7720
	Stormwater Technician II		Community Development	08	13	N	9410
	Lead Court Assistant		Municipal Court	06	01	N	8810
19	\$ 37,440 \$ 57,990	\$ 18.00 \$ 27.88					
	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
	Development Coordinator		Community Development	03	10	N	9410
	Parks Maintenance Supervisor		Parks	08	06	N	9102
20	\$ 39,333 \$ 60,882	\$ 18.91 \$ 29.27					
	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
	Judicial Administrative Assistant		Municipal Court	06	01	N	8810
	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	\$ 41,288 \$ 63,918	\$ 19.85 \$ 30.73					
Exempt	\$ 41,269 \$ 63,922						
	Administrative Assistant, Sr.		any	06	varies	E	8810
	Crime Scene Technician II (CSI cert.)		Police	03	04	N	9410
	Deputy Clerk of Municipal Court		Municipal Court	06	01	N	8810
	Events Coordinator		Public Info & Marketing	03	01	N	9410
	Festival Center Coordinator		Public Info & Marketing	03	01	N	9410
	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. Marketing Coord.		Public Info & Marketing	03	01	N	9410

<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>22</u>	<u>\$ 43,326</u>	<u>\$ 67,122</u>	<u>\$ 20.83</u>	<u>\$ 32.27</u>					
Exempt	<u>\$ 43,343</u>	<u>\$ 67,111</u>							
	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
	Heavy Equipment Maintenance Mechanic				Public Works	07	02	N	9402
	Police Officer				Police	04	04	N - 207k	7720
	Police Records Supervisor				Police	06	04	N	8810
<u>23</u>	<u>\$ 45,469</u>	<u>\$ 70,491</u>	<u>\$ 21.86</u>	<u>\$ 33.89</u>					
Exempt	<u>\$ 45,483</u>	<u>\$ 70,477</u>							
	Administrative Records Manager				Business Office	06	01	N	8810
	Communications Supervisor				Police	03	04	E	8810
	Economic Development Specialist				Community Development	02	10	E	9410
	Master Police Officer				Police	04	04	N - 207k	7720
<u>24</u>	<u>\$ 47,757</u>	<u>\$ 74,006</u>	<u>\$ 22.96</u>	<u>\$ 35.58</u>					
Exempt	<u>\$ 47,758</u>	<u>\$ 74,033</u>							
	Downtown Coordinator				Community Development	06	10	E	9410
	Information Technology Technician				Business Office	03	01	N	9410
	Planner				Community Development	03	10	E	9410
	Police Corporal				Police	04	04	N - 207k	7720
<u>25</u>	<u>\$ 50,149</u>	<u>\$ 77,730</u>	<u>\$ 24.11</u>	<u>\$ 37.37</u>					
Exempt	<u>\$ 50,143</u>	<u>\$ 77,724</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 or Development Inspector I				Community Development	03	09	N	9410
	GIS Specialist/Planner				Community Development	02	10	E/N	9410
<u>26</u>	<u>\$ 52,645</u>	<u>\$ 81,598</u>	<u>\$ 25.31</u>	<u>\$ 39.23</u>					
Exempt	<u>\$ 52,640</u>	<u>\$ 81,581</u>							
	Deputy Director Public Works				Public Works	01	02	E	9402
	Police Sergeant				Police	03	04	N - 207k	7720
<u>27</u>	<u>\$ 55,307</u>	<u>\$ 85,654</u>	<u>\$ 26.59</u>	<u>\$ 41.18</u>					
Exempt	<u>\$ 55,294</u>	<u>\$ 85,661</u>							
	Sr. GIS Specialist/Planner				Community Development	02	10	E	9410
	Planner, Sr.				Community Development	03	10	E	9410
<u>28</u>	<u>\$ 58,053</u>	<u>\$ 89,939</u>	<u>\$ 27.91</u>	<u>\$ 43.24</u>					
Exempt	<u>\$ 58,058</u>	<u>\$ 89,942</u>							
	Building & Dev. Inspector II (Building Official)				Community Development	03	09	N	9410
	Clerk of Municipal Court				Municipal Court	06	01	E	8810
	Deputy I.T. Manager				Business Office	03	01	E	8810
	Police Lieutenant				Police	02	04	N-207k / E	7720

<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>
29	\$ 60,965	\$ 94,453	\$ 29.31	\$ 45.41					
Exempt	\$ 60,979	\$ 94,468							
	Deputy City Clerk				City Clerk's Office	01	01	E	8810
	Economic Development Manager (INACTIVE)				Community Development	02	10	E	9410
	Human Resources Manager				Business Office	02	01	E	8810
	Public Information & Marketing Manager				Public Info & Marketing	01	01	E	9410
30	\$ 64,043	\$ 99,154	\$ 30.79	\$ 47.67					
Exempt	\$ 64,034	\$ 99,150							
	Police Captain				Police	02	04	E	7720
31	\$ 67,205	\$ 104,125	\$ 32.31	\$ 50.06					
Exempt	\$ 67,200	\$ 104,122							
	Economic Development Director				Economic Development	01	10	E	9410
	City Engineer (currently inactive; outsourced)				Community Development	02	10	E	9410
32	\$ 70,595	\$ 109,366	\$ 33.94	\$ 52.58					
Exempt	\$ 70,566	\$ 109,362							
	Police Major				Police	01	04	E	7720
33	\$ 74,090	\$ 114,795	\$ 35.62	\$ 55.19					
Exempt	\$ 74,112	\$ 114,802							
	Parks & Recreation Director				Parks & Recreation	01	06	E	9102
	Public Works Director				Public Works	01	02	E	9402
34	\$ 77,813	\$ 120,536	\$ 37.41	\$ 57.95					
Exempt	\$ 77,813	\$ 120,532							
	IT Manager				Business Office	03	01	E	8810
	Planning & Development Director				Planning & Development	01	10	E	9410
35	\$ 81,702	\$ 126,568	\$ 39.28	\$ 60.85					
Exempt	\$ 81,692	\$ 126,574							
	Deputy Police Chief				Police	01	04	E	7720
	Finance Manager				Business Office	02	01	E	8810
36	\$ 85,758	\$ 132,891	\$ 41.23	\$ 63.89					
Exempt	\$ 85,772	\$ 132,884							
	City Clerk				City Clerk's Office	01	01	E	8810
37	\$ 90,043	\$ 139,568	\$ 43.29	\$ 67.10					
38	\$ 94,557	\$ 146,536	\$ 45.46	\$ 70.45					
39	\$ 99,320	\$ 153,837	\$ 47.75	\$ 73.96					
Exempt	\$ 99,306	\$ 153,842							
	Police Chief				Police	01	04	E	7720

<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>40</u>	<u>\$ 104,291</u> <u>\$ 161,554</u>	<u>\$ 50.14</u> <u>\$ 77.67</u>					
<u>41</u>	<u>\$ 109,470</u> <u>\$ 169,603</u>	<u>\$ 52.63</u> <u>\$ 81.54</u>					
<u>42</u>	<u>\$ 114,941</u> <u>\$ 178,110</u>	<u>\$ 55.26</u> <u>\$ 85.63</u>					
Exempt	<u>\$ 114,936</u> <u>\$ 178,100</u>						
	Chief Municipal Court Judge/Court Administrator		Municipal Court	01	01	E	8810
<u>43</u>	<u>\$ 120,702</u> <u>\$ 187,034</u>	<u>\$ 58.03</u> <u>\$ 89.92</u>					
<u>44</u>	<u>\$ 126,714</u> <u>\$ 196,331</u>	<u>\$ 60.92</u> <u>\$ 94.39</u>					
<u>45</u>	<u>\$ 133,058</u> <u>\$ 206,149</u>	<u>\$ 63.97</u> <u>\$ 99.11</u>					
<u>46</u>	<u>\$ 139,755</u> <u>\$ 216,466</u>	<u>\$ 67.19</u> <u>\$ 104.07</u>					
<u>47</u>	<u>\$ 146,723</u> <u>\$ 227,302</u>	<u>\$ 70.54</u> <u>\$ 109.28</u>					
<u>48</u>	<u>\$ 154,024</u> <u>\$ 238,722</u>	<u>\$ 74.05</u> <u>\$ 114.77</u>					
<u>49</u>	<u>\$ 161,741</u> <u>\$ 250,598</u>	<u>\$ 77.76</u> <u>\$ 120.48</u>					
<u>50</u>	<u>\$ 169,832</u> <u>\$ 263,120</u>	<u>\$ 81.65</u> <u>\$ 126.50</u>					

NOT ON PAY SCALE

	<u>Department</u>	<u>EEOC Category</u>	<u>EEOC Function</u>	<u>FLSA</u>	<u>WC</u>
City Manager \$ 160,811 plus car allowance of \$500/bi-weekly = \$13,000 annual	City Manager's Office	01	01	E	8810
Mayor \$500/mo. Plus \$150 per meeting (2 meetings/month max) = \$9,600		01	01	E	8810
City Councilmembers \$200/mo. Plus \$150 per meeting (2 meetings/month max) = \$6,000		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; waiting for final decision

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

UPDATED 7-1-2018 (2% COLA) and job regrades

UPDATED 1-1-2019 (1% COLA) and new job- Economic Development Director

