



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

Co-Chair George Smiley, Seventh District
Co-Chair John Cartier, Eighth District

February 27, 2024
4:00 PM

VIRTUAL ZOOM WEBINAR MEETING** &
LOUIS L. REDDING CITY/COUNTY BUILDING
1ST FLOOR COUNCIL CHAMBERS
800 N. FRENCH STREET, WILMINGTON, DE 19801

AGENDA

A. Call To Order/Roll Call

B. Approval of Minutes

C. Review/Discussion of Resolution(s)

R24-069: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH DELAWARE DEPARTMENT OF JUSTICE TO PARTIALLY FUND AN INITIATIVE TO COMPENSATE PROSECUTORS FOR APPEARING AFTER HOURS AT HOMICIDE SCENES TO ENHANCE THE QUALITY OF HOMICIDE INVESTIGATIONS FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$85,000.00 Introduced by: Mr. Smiley, Mr. Cartier

R24-070: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH DELAWARE GUIDANCE SERVICES FOR CHILDREN AND YOUTH, INC. TO PROVIDE MENTAL HEALTH ASSESSMENTS FOR AROUND 1,500 STUDENTS AND STAFF AT THE COMMUNITY EDUCATION BUILDING TO IDENTIFY EMERGING OR CHRONIC BEHAVIORAL HEALTH PROBLEMS THAT MAY REQUIRE TARGETED OR INTENSE THERAPEUTIC SERVICES FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$100,000.00 Introduced by: Mr. Smiley, Mr. Cartier

R24-071: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH THE SUPPORTING KIDDS, INC. TO SUPPORT HEALING PATHWAYS YOUTH MENTAL HEALTH PROGRAM FOR CHILDREN COPING WITH THE TRAUMATIC LOSS OF LOVED ONES FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$39,257.91 Introduced by: Mr. Smiley, Mr. Cartier

D. Review/Discussion of Ordinance(s)

°24-012: AMEND THE FY2024 APPROVED OPERATING BUDGET: APPROPRIATE \$450,000 FROM THE GENERAL FUND TAX STABILIZATION RESERVE ACCOUNT TO THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF FLEET OPERATIONS MATERIALS AND SUPPLIES BUDGET LINE ITEM TO FUND GASOLINE Introduced by: Mr. Sheldon, Mr. Carter

°24-013: TO AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109, TO CHANGE THE CLASS SPECIFICATION OF CHIEF PURCHASING AGENT TO CHIEF PROCUREMENT OFFICER, TO ABOLISH THE CLASS SPECIFICATION OF CHIEF PURCHASING AGENT, AND TO REMOVE THE JOB CLASSIFICATION OF CHIEF PROCUREMENT OFFICER FROM THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES Introduced by: Ms. Hartley-Nagle

°24-014: AMEND THE GRANTS BUDGET: APPROPRIATE FEDERAL FUNDS OF \$300,400 FROM THE CYBERSECURITY AND INFRASTRUCTURE SECURITY AGENCY PASSED THROUGH THE DELAWARE EMERGENCY MANAGEMENT AGENCY TO THE STATE AND LOCAL CYBERSECURITY GRANT PROGRAM (SLCGP) YEAR 1 GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF ADMINISTRATION, OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES Introduced by: Mr. Smiley, Mr. Cartier

E. New Castle County Grant Requests/Community Events

F. Expense and Revenue Round Table

G. Other

H. Public Comment

I. Adjournment

AGENDA POSTED: Tuesday, February 20, 2024

*The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 *Del. C.* Section 10004(e)(2). The meeting may go into Executive Session to address issues that arise at the time of the meeting.

****Under Title 29, Section 10006A of *Delaware Code*, New Castle County Council is holding this meeting as a**

telephone and video conference, utilizing  Webinar. In addition, this meeting is open to the public in Council Chambers (800 N. French Street, Wilmington, DE 19801). The link to join the meeting via computer, smart device, or smart phone is : <https://zoom.us/j/377322142> You may also call into the meeting (audio) using the following call in numbers: 1-312-626-6799 or +1-646-558-8656 or +1-346-248-7799 or +1-669-900-9128 or +1-253-215-8782 or +1-301-715-8592. Then enter the Webinar ID: 377 322 142. If you do not have a good connection with one, please try the others. Additional information regarding phone functionality during the meeting is available at: <https://support.zoom.us/hc/en-us/articles/360029527911-Live-Training-Webinars>

Meeting materials, including a meeting agenda, legislation to be addressed during the meeting, and other materials related to the meeting are electronically accessible at <https://www.nccde.org/2351/Agendas-and-Minutes> Members of the public joining the meeting may be provided an opportunity to make comments in real time. A comment period will be administered by a moderator to ensure everyone may have an opportunity to comment.

If permitted to comment, you will not be able to speak until called upon by the moderator. For those appearing virtually, there are functions in the program that allow you to do this. Please see the link in the previous paragraph.

RESOLUTION NO. 24-069

**AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH
DELAWARE DEPARTMENT OF JUSTICE TO PARTIALLY FUND AN INITIATIVE TO
COMPENSATE PROSECUTORS FOR APPEARING AFTER HOURS AT HOMICIDE
SCENES TO ENHANCE THE QUALITY OF HOMICIDE INVESTIGATIONS FOR THE
DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE
IN THE AMOUNT OF \$85,000.00**

1 **WHEREAS**, New Castle County, as an eligible recipient, received a total of
2 \$108,531,220.00 in Coronavirus State and Local Fiscal Recovery (“CSLFR”) funds under
3 the American Rescue Plan Act of 2021 (“ARPA”), Pub. Law. No. 117-2 from the United
4 States Department of the Treasury (“Treasury”); and
5

6 **WHEREAS**, New Castle County Ordinance 21-129 and Ordinance 22-097 (the
7 “Ordinances”) appropriated the full amount of these CSLFR funds from the Department
8 of the Treasury to the American Rescue Plan Act Grant for New Castle County to respond
9 to the COVID-19 public health emergency and its negative economic impacts; and
10

11 **WHEREAS**, the Ordinances appropriated funding for Non-Profit Grants, which
12 contemplated providing funds for non-profit organizations addressing pandemic-related
13 needs in the community; and
14

15 **WHEREAS**, New Castle County must enter into a subaward agreement with
16 Delaware Department of Justice to comply with the Uniform Guidance, 2 CFR Part 200;
17 and
18

19 **WHEREAS**, *New Castle County Code* § 2.02.004 requires that all contracts
20 involving expenditures of funds in excess of \$50,000.00 in aggregate to one vendor in a
21 fiscal year, which are not competitively bid, be approved by Resolution of County Council;
22 and
23

24 **WHEREAS**, the subaward agreement with Delaware Department of Justice
25 contemplates transfers of up to \$85,000.00 to provide prosecutor presence at homicide
26 scenes to improve the quality of homicide investigation, and reduce violent crime, which
27 was greatly exacerbated by COVID-19.
28

29 **NOW, THEREFORE, BE IT RESOLVED** by and for the County Council of New
30 Castle County that County Council hereby approves the subaward agreement listed on
31 the attached Exhibit “A,” entitled “New Castle County Purchase Requisition/Justification
32 Form,” as a valid contract in excess of \$50,000.00 pursuant to *New Castle County Code*
33 § 2.02.004.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

SYNOPSIS: This Resolution approves the execution of the listed subaward agreement.

Department of Administration, Office of Finance

Delaware Department of Justice \$85,000.00

FISCAL IMPACT: This Resolution authorizes the execution of one subaward agreement totaling \$85,000.00. Funding is included in the FY2024 Approved Grant Budget in the American Rescue Plan Act Grant.

Michael Smith
Chief Financial Officer

REQUISITIONER INFORMATION					VENDOR INFORMATION				
NAME	Randolph M. Vesprey		FISCAL YR	2024	NAME	Delaware Department of Justice			
DEPARTMENT	ADMINISTRATION_12		FUND	110 GRANTS	ADDRESS	Carver Federal Building			
ORGANIZATION	11122013 ADMIN - FIN - GRANTS					820 N. French St.			
PHONE	(302) 395-5063		REQ#	2410987		Wilmington, DE 19801			
DELIVERY LOCATION									
SEND VENDOR PO	☒ YES	☐ NO			CONTACT NAME	Tyneisha S. Jabbar-Bey			
CURRENT VENDOR	☐ YES	☒ NO			PHONE	(302) 577-8500		EXT	
VENDOR #	100213				EMAIL	tyneisha.jabbar-bey@delaware		FAX #	

ADDITIONAL NOTES	

I. What is the purpose of the requisition or advice of change?

Partially fund a Delaware Department of Justice Initiative to compensate prosecutors to appear after-hours at homicide scenes to improve the quality of homicide investigations.
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To improve the quality of homicide investigations, increase conviction rates, and reduce violent crime.

The quality of homicide investigations will not improve and the rate of violent crimes will not be reduced and may increase.

V. IS THIS A PASS THROUGH GRANT?		IF YES, AGENCY
☒ YES	☐ NO	ARPA

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RESOLUTION NO. 24-070

**AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH
DELAWARE GUIDANCE SERVICES FOR CHILDREN AND YOUTH, INC. TO
PROVIDE MENTAL HEALTH ASSESSMENTS FOR AROUND 1,500 STUDENTS
AND STAFF AT THE COMMUNITY EDUCATION BUILDING TO IDENTIFY
EMERGING OR CHRONIC BEHAVIORAL HEALTH PROBLEMS THAT MAY
REQUIRE TARGETED OR INTENSE THERAPEUTIC SERVICES FOR THE
DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE
IN THE AMOUNT OF \$100,000.00**

1 **WHEREAS**, New Castle County, as an eligible recipient, received a total of
2 \$108,531,220.00 in Coronavirus State and Local Fiscal Recovery (“CSLFR”) funds under
3 the American Rescue Plan Act of 2021 (“ARPA”), Pub. Law. No. 117-2 from the United
4 States Department of the Treasury (“Treasury”); and
5

6 **WHEREAS**, New Castle County Ordinance 21-129 and Ordinance 22-097 (the
7 “Ordinances”) appropriated the full amount of these CSLFR funds from the Department
8 of the Treasury to the American Rescue Plan Act Grant for New Castle County to respond
9 to the COVID-19 public health emergency and its negative economic impacts; and
10

11 **WHEREAS**, the Ordinances appropriated funding for Non-Profit Grants, which
12 contemplated providing funds for non-profit organizations addressing pandemic-related
13 needs in the community; and
14

15 **WHEREAS**, New Castle County must enter into a subaward agreement with the
16 Delaware Guidance Services for Children and Youth, Inc. to comply with the Uniform
17 Guidance, 2 CFR Part 200; and
18

19 **WHEREAS**, *New Castle County Code* § 2.02.004 requires that all contracts
20 involving expenditures of funds in excess of \$50,000.00 in aggregate to one vendor in a
21 fiscal year, which are not competitively bid, be approved by Resolution of County Council;
22 and
23

24 **WHEREAS**, the subaward agreement with Delaware Guidance Services for
25 Children and Youth, Inc. contemplates transfers of up to \$100,000.00 to provide mental
26 health screenings to Community Education Building students and staff using a curated
27 selection of evidence based mental health assessments. Screening will identify students
28 with emerging or chronic behavioral health problems who may need targeted or intense
29 therapeutic services. This award is estimated to serve 1,500 students and staff members
30 over the next one (1) year period.
31

32 **NOW, THEREFORE, BE IT RESOLVED** by and for the County Council of New
33 Castle County that County Council hereby approves the subaward agreement listed on
34 the attached Exhibit “A,” entitled “New Castle County Purchase Requisition/Justification
35 Form,” as a valid contract in excess of \$50,000.00 pursuant to *New Castle County Code*
36 § 2.02.004.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

SYNOPSIS: This Resolution approves the execution of the listed subaward agreement.

Department of Administration, Office of Finance

Delaware Guidance Services for Children & Youth \$100,000.00

FISCAL IMPACT: This Resolution authorizes the execution of one subaward agreement totaling \$100,000.00. Funding is included in the FY2024 Approved Grant Budget in the American Rescue Plan Act Grant.

Michael Smith
Chief Financial Officer

REQUISITIONER INFORMATION					VENDOR INFORMATION				
NAME	Tonya M. Adkins		FISCAL YR	2024	NAME	Delaware Guidance Services for Children and Youth, Inc.			
DEPARTMENT	ADMINISTRATION_12		FUND	110 GRANTS	ADDRESS	1213 Delaware Avenue			
ORGANIZATION	11122013 ADMIN - FIN - GRANTS					Wilmington, DE 19806			
PHONE	(302) 395-5076		REQ#	2411014					
DELIVERY LOCATION									
SEND VENDOR PO	☒ YES	☐ NO			CONTACT NAME	Allison Shevock, PhD.			
CURRENT VENDOR	☐ YES	☒ NO			PHONE	(302) 652-3948		EXT	
VENDOR #	110303				EMAIL	jrogers@delawareguidance.org		FAX #	

ADDITIONAL NOTES	

I. What is the purpose of the requisition or advice of change?

The Delaware Guidance Services for Children and Youth, Inc. funding request seeks to screen approximately 1,500 Community Education Building (CEB) students and staff during the year using a curated selection of evidence based mental health assessments.

Screening will identify students with emerging or chronic behavioral health problems who may need targeted or intense therapeutic services.

The organization will be limited in the youth they provide the critical screenings to.

V. IS THIS A PASS THROUGH GRANT?		IF YES, AGENCY ARPA	
☒ YES	☐ NO		

IF YES, AGENCY	ARPA
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Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Administration/Finance
Date of introduction: February 27, 2024

RESOLUTION NO. 24-071

**AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH THE
SUPPORTING KIDDS, INC. TO SUPPORT HEALING PATHWAYS YOUTH MENTAL
HEALTH PROGRAM FOR CHILDREN COPING WITH THE TRAUMATIC LOSS OF
LOVED ONES FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF
FINANCE IN THE AMOUNT OF \$39,257.91**

1 **WHEREAS**, New Castle County, as an eligible recipient, received a total of
2 \$108,531,220.00 in Coronavirus State and Local Fiscal Recovery (“CSLFR”) funds under
3 the American Rescue Plan Act of 2021 (“ARPA”), Pub. Law. No. 117-2 from the United
4 States Department of the Treasury (“Treasury”); and
5

6 **WHEREAS**, New Castle County Ordinance 21-129 and Ordinance 22-097 (the
7 “Ordinances”) appropriated the full amount of these CSLFR funds from the Department
8 of the Treasury to the American Rescue Plan Act Grant for New Castle County to respond
9 to the COVID-19 public health emergency and its negative economic impacts; and
10

11 **WHEREAS**, New Castle County must enter into a subaward agreement with the
12 Supporting Kidds, Inc. (Boys and Girls Club) to comply with the Uniform Guidance, 2 CFR
13 Part 200; and
14

15 **WHEREAS**, *New Castle County Code* § 2.02.004 requires that all contracts
16 involving expenditures of funds in excess of \$50,000.00 in aggregate to one vendor in a
17 fiscal year, which are not competitively bid, be approved by Resolution of County Council;
18 and
19

20 **WHEREAS**, the subaward agreement to be entered with Supporting Kidds, Inc.
21 (Boys and Girls Club) contemplates transfers of up to \$39,257.91 to support children in
22 the Brookside community who have suffered a traumatic loss of a loved one. Funds will
23 support the cost of personnel to run 12 sessions of the program as well as snacks,
24 supplies, and the contractual costs to host workshops focused on healing from trauma
25 through arts. Sessions are for three weeks serving up to 12 individuals in each session.
26

27 **NOW, THEREFORE, BE IT RESOLVED** by and for the County Council of New
28 Castle County that County Council hereby approves the subaward agreement listed on
29 the attached Exhibit “A,” entitled “New Castle County Purchase Requisition/Justification
30 Form,” as a valid contract in excess of \$50,000.00 pursuant to *New Castle County Code*
31 § 2.02.004.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

SYNOPSIS: This Resolution approves the execution of the listed subaward agreement.

Department of Administration, Office of Finance

Supporting Kidds, Inc.

\$39,257.91

FISCAL IMPACT: This Resolution authorizes the execution of one subaward agreement totaling \$39,257.91. Funding is included in the FY2024 Approved Grant Budget in the American Rescue Plan Act Grant.

Michael Smith
Chief Financial Officer

REQUISITIONER INFORMATION					VENDOR INFORMATION				
NAME	Tonya M. Adkins		FISCAL YR	2024	NAME	Supporting Kidds, Inc.			
DEPARTMENT	ADMINISTRATION_12			FUND	110 GRANTS	ADDRESS	1213 Old Lancaster Pike		
ORGANIZATION	11122013 ADMIN - FIN - GRANTS		REQ#			Hockessin, DE 19707			
PHONE	(302) 395-5076			2411006					
DELIVERY LOCATION									
SEND VENDOR PO	☒ YES	☐ NO					CONTACT NAME	Louise Cummings	
CURRENT VENDOR	☒ YES	☐ NO			PHONE	202-425-3050		EXT	
VENDOR #	107230				EMAIL	louise.cummings@supportingkidds.org		FAX #	

ADDITIONAL NOTES	

I. What is the purpose of the requisition or advice of change?

Funds will support the continuation of the Healing Pathways in a Box program which provides mental health support for youth.
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To provide youth in Brookside with mindfulness and coping skills to deal with the world around them and the loss of loved ones.

The organization will be limited in the youth they reach within New Castle County.

V. IS THIS A PASS THROUGH GRANT?	☒ YES	☐ NO	IF YES, AGENCY ARPA
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IF YES, AGENCY	ARPA
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Prime Sponsor(s): Mr. Sheldon, Mr. Carter
Requested by: Public Works
Date of introduction: February 13, 2024

ORDINANCE NO. 24-012

**AMEND THE FY2024 APPROVED OPERATING BUDGET:
APPROPRIATE \$450,000 FROM THE GENERAL FUND TAX STABILIZATION
RESERVE ACCOUNT TO THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF
FLEET OPERATIONS MATERIALS AND SUPPLIES BUDGET LINE ITEM TO FUND
GASOLINE**

1 **WHEREAS**, New Castle County has realized an increase in gasoline expenses
2 due to rising gasoline prices; and
3

4 **WHEREAS**, additional funding is needed to purchase gasoline for the remainder
5 of FY2024 in the amount of \$450,000; and
6

7 **WHEREAS**, the revenue measures heretofore adopted by the County Council,
8 are, in the opinion of the County Executive, estimated to yield sums at least sufficient to
9 balance the proposed expenditures as set forth in the Approved Sewer Fund Annual
10 Operating Budget as hereinafter amended.
11

12 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
13

14 Section 1. The Annual Operating Budget for the fiscal year beginning July 1,
15 2023, is hereby amended by deleting the material stricken and adding the material
16 underscored on the attached "Exhibit A."
17

18 Section 2. The foregoing amendment shall be considered a part of the Annual
19 Operating Budget for the fiscal year beginning July 1, 2023, and shall be effective
20 retroactively as though incorporated initially in the Annual Operating Budget.
21

22 Section 3. This Ordinance shall become effective immediately upon its adoption
23 by County Council and approval by the County Executive, or as otherwise provided in 9
24 *Del. C. § 1156*.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, amends the FY2024 Approved Operating Budget by appropriating \$450,000 from the General Fund Tax Stabilization Reserve Account to the Department of Public Works, Division of Fleet Operations Materials and Supplies Budget Line Item. These funds are needed for gasoline purchases.

FISCAL NOTE: This Ordinance, if approved, will amend the FY2024 Approved Operating Budget by appropriating \$450,000 from the General Fund Tax Stabilization Reserve Account to the Department of Public Works, Division of Fleet Operations Materials and Supplies Budget Line Item. Additionally, an offset of Operating Budget Charges and Credits is included to appropriately realign expenditures to Departments utilizing fleet services.

The revised FY2024 Approved Operating Budget will be \$333,293,358. Fiscal impact for future years will be determined on an as needed basis. The General Fund Tax Stabilization Reserve balance (unaudited) upon passage of this Ordinance will be \$72,358,702.

COUNTY COUNCIL

Salaries and Wages	\$	2,428,665
Benefits		1,428,590
Training and Civic Affairs		72,154
Communication and Utilities		17,849
Materials and Supplies		61,556
Contractual Services		253,148
Equipment		1,600
Grants and Fixed Charges		419,702
Operating Transfer Charges		161,959
Total	\$	4,845,223
Total Authorized Full-Time Positions		35

COUNTY EXECUTIVE

Salaries and Wages	\$	1,777,524
Benefits		1,045,578
Training and Civic Affairs		31,904
Communication and Utilities		15,698
Materials and Supplies		22,236
Contractual Services		491,040
Equipment		1,000
Grants and Fixed Charges		940,525
Contingency		45,000
Operating Transfer Charges		82,016
Total	\$	4,452,521
Total Authorized Full-Time Positions		16

DEPARTMENT OF ADMINISTRATION

Salaries and Wages	\$	12,223,612
Benefits		8,338,475
Training and Civic Affairs		130,625
Communication and Utilities		8,308,791
Materials and Supplies		157,847
Contractual Services		6,770,985
Equipment		392,056
Grants and Fixed Charges		3,925,350
Operating Transfer Charges		1,163,161
Operating Transfer Credits		(12,098,321)
Total	\$	27,089,598
Total Authorized Full-Time Positions		172

DEPARTMENT OF PUBLIC WORKS

Salaries and Wages		\$	24,597,539
Benefits			14,348,323
Training and Civic Affairs			49,945
Communication and Utilities			24,785,917
Materials and Supplies	4,523,581		<u>4,973,581</u>
Contractual Services			10,532,775
Equipment			484,433
Grants and Fixed Charges			1,193,757
Land and Structures			35,000
Operating Transfer Charges			4,845,206
Operating Transfer Credits			(7,438,785)
Total	<u>77,957,691</u>	\$	<u>78,407,691</u>
Total Authorized Full-Time Positions	384		

DEPARTMENT OF LAND USE

Salaries and Wages		\$	8,375,178
Benefits			4,899,879
Training and Civic Affairs			68,665
Communication and Utilities			111,337
Materials and Supplies			112,807
Contractual Services			1,579,983
Equipment			55,175
Grants and Fixed Charges			56,500
Operating Transfer Charges			1,136,835
Operating Transfer Credits			(803,217)
Total		\$	<u>15,593,142</u>
Total Authorized Full-Time Positions	118		

DEPARTMENT OF COMMUNITY SERVICES

Salaries and Wages		\$	11,754,322
Benefits			5,318,947
Training and Civic Affairs			28,182
Communication and Utilities			991,791
Materials and Supplies			1,398,163
Contractual Services			2,325,101
Equipment			24,317
Grants and Fixed Charges			3,110,149
Operating Transfer Charges			1,231,237
Operating Transfer Credits			(190,829)
Total		\$	<u>25,991,380</u>
Total Authorized Full-Time Positions	160		

DEPARTMENT OF PUBLIC SAFETY

Salaries and Wages	\$	67,203,955
Benefits		39,141,888
Training and Civic Affairs		178,869
Communication and Utilities		1,031,888
Materials and Supplies		1,020,811
Contractual Services		2,194,206
Equipment		1,471,072
Grants and Fixed Charges		6,492,175
Operating Transfer Charges		7,298,634
Total	\$	126,033,498
Total Authorized Full-Time Positions		711

REGISTER OF WILLS

Salaries and Wages	\$	1,111,172
Benefits		634,647
Training and Civic Affairs		35,275
Communication and Utilities		12,374
Materials and Supplies		9,925
Contractual Services		61,175
Equipment		4,143
Operating Transfer Charges		85,180
Total	\$	1,953,891
Total Authorized Full-Time Positions		20

RECORDER OF DEEDS

Salaries and Wages	\$	1,232,844
Benefits		712,707
Training and Civic Affairs		40,170
Communication and Utilities		30,977
Materials and Supplies		9,315
Contractual Services		93,801
Equipment		1,150
Grants and Fixed Charges		18,350
Operating Transfer Charges		148,002
Total	\$	2,287,316
Total Authorized Full-Time Positions		23

SHERIFF

Salaries and Wages	\$	1,260,692
Benefits		737,678
Training and Civic Affairs		29,452
Communication and Utilities		16,189
Materials and Supplies		21,259
Contractual Services		55,999
Equipment		5,000
Operating Transfer Charges		144,938
Total	\$	2,271,207
Total Authorized Full-Time Positions		21

CLERK OF THE PEACE

Salaries and Wages	\$	474,736
Benefits		279,250
Training and Civic Affairs		14,130
Communication and Utilities		5,168
Materials and Supplies		5,424
Contractual Services		30,043
Equipment Replacement		6,000
Operating Transfer Charges		31,776
Total	\$	846,527
Total Authorized Full-Time Positions		7

DEBT SERVICE

Debt Service	\$	45,540,069
Land and Structures		
Contingency		
Intragovernmental Service Charges		
Intragovernmental Service Credits		
Total	\$	45,540,069
Total Authorized Full-Time Positions		

ETHICS COMMISSION

Salaries and Wages	\$	38,000
Benefits		3,385
Training and Civic Affairs		10,500
Communication and Utilities		1,922
Materials and Supplies		2,450
Contractual Services		290,642
Equipment		500
Operating Transfer Charges		6,699
Total	\$	354,098
Total Authorized Full-Time Positions		0

COUNCIL CONTINGENCY

Contingency	\$	250,000
Total	\$	250,000
Total Authorized Full-Time Positions		

EXECUTIVE CONTINGENCY

Contingency	\$	200,000
Total	\$	200,000
Total Authorized Full-Time Positions		

PERSONNEL CONTINGENCY

Contingency	\$	455,000
Total	\$	455,000
Total Authorized Full-Time Positions		

ATTRITION CONTINGENCY

Personal Services - Salaries and Wages	\$	(4,293,340)
Personal Services - Employee Benefits	\$	(2,525,429)
Total	\$	(6,818,769)
Total Authorized Full-Time Positions		

ONE-TIME CONTINGENCY

Contingency	\$	1,317,983
Total	\$	1,317,983

NEW CASTLE COUNTY

Salaries and Wages		\$	128,184,899
Benefits			74,363,918
Training and Civic Affairs			689,871
Communication and Utilities			35,329,901
Materials and Supplies	7,345,374		<u>7,795,374</u>
Contractual Services			24,678,898
Equipment			2,446,446
Grants and Fixed Charges			16,156,508
Debt Service			45,540,069
Land and Structures			35,000
Contingency			2,267,983
Operating Transfer Charges			16,335,643
Operating Transfer Credits			(20,531,152)
<i>Sub-Total New Castle County</i>	<i>332,843,358</i>	\$	<u>333,293,358</u>
<i>Total Authorized Full-Time Positions</i>	<i>1,667</i>		

RESERVE ACCOUNTS AS OF JANUARY 23, 2024

Tax Stabilization Reserve Account (Unaudited)	72,808,702	<u>72,358,702</u>
Sewer Rate Stabilization Reserve Account (Unaudited)		8,484,160
General Fund Budget Reserve Account		44,592,418
Sewer Fund Budget Reserve Account		18,872,304
<i>Total Reserves:</i>	<i>144,757,584</i>	<u>144,307,584</u>

ORDINANCE NO. 24-013

**TO AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81,
AFSCME, AFL-CIO, AFFILIATE LOCAL 3109, TO CHANGE THE CLASS
SPECIFICATION OF CHIEF PURCHASING AGENT TO CHIEF PROCUREMENT
OFFICER, TO ABOLISH THE CLASS SPECIFICATION OF CHIEF PURCHASING
AGENT, AND TO REMOVE THE JOB CLASSIFICATION OF
CHIEF PROCUREMENT OFFICER FROM THE PAY PLAN AND RATES OF PAY
FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES**

1 **WHEREAS**, through Ordinance No. 22-076, the job classification of Chief
2 Procurement Officer was added to the Pay Plan and Rates of Pay for Non-Union
3 Classified Service Employees as a class specification separate from the Chief
4 Purchasing Agent class specification in the Pay Plan and Rates of Pay for Classified
5 Employees Represented by Delaware Public Employees Council 81, AFSCME, AFL-
6 CIO, Affiliate Local 3109; and

7
8 **WHEREAS**, on December 29, 2023, the Delaware Public Employment Relations
9 Board ("PERB") issued a decision in Representation Petition No. 22-10-1330
10 (Clarification), finding that "the position of Chief Procurement Officer is determined to
11 result from a retitling of the former Chief Purchasing Agent position. Consequently, the
12 position continues to be represented within the bargaining unit of County professional
13 employees represented by AFSCME Local 3109" ("PERB decision"); and

14
15 **WHEREAS**, to comport with the PERB decision, the Pay Plan and Rates of Pay
16 for Classified Employees Represented by Delaware Public Employees Council 81,
17 AFSCME, AFL-CIO, Affiliate Local 3109 must be amended to delete the class
18 specification of Chief Purchasing Agent (pay grade 34) and replace it with the class
19 specification of Chief Procurement Officer (pay grade 34); and

20
21 **WHEREAS**, to comport with the PERB decision, the Pay Plan and Rates of Pay
22 for Non-Union Classified Service Employees must be amended to delete the class
23 specification of Chief Procurement Officer (pay grade 34); and

24
25 **WHEREAS**, to comport with the PERB decision, the Class Specification for Chief
26 Purchasing Agent must be deleted; and

27
28 **WHEREAS**, the Human Resources Advisory Board at its meeting on February 1,
29 2024, recommended substituting the class specification of Chief Procurement Officer
30 (Pay Grade 34) for Chief Purchasing Agent (Pay Grade 34) in the Pay Plan and Rates
31 of Pay for Classified Employees Represented by Delaware Public Employees Council
32 81, AFSCME, AFL-CIO, Affiliate Local 3109, deleting the Class Specification for Chief
33 Purchasing Agent, and removing the position of Chief Procurement Officer (Pay Grade
34 34) from the Pay Plan and Rates of Pay for Non-Union Classified Service Employees;
35 and
36

37 **WHEREAS**, the Chief Human Resources Officer concurs with the
38 recommendation of the Human Resources Advisory Board; and
39

40 **WHEREAS**, County Council has determined that the provisions of this Ordinance
41 substantially advance, and are reasonably and rationally related to, legitimate
42 government interests (i.e., promoting the health, safety, morals, convenience, order,
43 prosperity and/or welfare of the present and future inhabitants of this State).
44

45 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
46

47 Section 1. The Pay Plan and Rates of Pay for Classified Employees Represented
48 by Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 3109,
49 effective July 1, 2022 through December 31, 2022, is hereby amended by adding the
50 material that is underscored and deleting the material that is stricken, as set forth in
51 Exhibit "A."
52

53 Section 2. The Pay Plan and Rates of Pay for Classified Employees Represented
54 by Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 3109,
55 effective January 1, 2023, is hereby amended by adding the material that is underscored
56 and deleting the material that is stricken, as set forth in Exhibit "B."
57

58 Section 3. The Pay Plan and Rates of Pay for Non-Union Classified Service
59 Employees, effective July 1, 2022 through August 31, 2022 is hereby amended by
60 deleting the material that is stricken, as set forth in Exhibit "C."
61

62 Section 4. The Pay Plan and Rates of Pay for Non-Union Classified Service
63 Employees, effective September 1, 2022 through December 31, 2022 is hereby
64 amended by deleting the material that is stricken, as set forth in Exhibit "D."
65

66 Section 5. The Pay Plan and Rates of Pay for Non-Union Classified Service
67 Employees, effective January 1, 2023 through June 30, 2023 is hereby amended by
68 deleting the material that is stricken, as set forth in Exhibit "E."
69

70 Section 6. The Pay Plan and Rates of Pay for Non-Union Classified Service
71 Employees, effective July 1, 2023 through June 30, 2024 is hereby amended by deleting
72 the material that is stricken, as set forth in Exhibit "F."
73

74 Section 7. The Pay Plan and Rates of Pay for Non-Union Classified Service
75 Employees, effective July 1, 2024 through June 30, 2025 is hereby amended by deleting
76 the material that is stricken, as set forth in Exhibit "G."
77

78 Section 8. The Pay Plan and Rates of Pay for Non-Union Classified Service
79 Employees, effective July 1, 2025 through June 30, 2026 is hereby amended by deleting
80 the material that is stricken, as set forth in Exhibit "H."
81

82 Section 9. The Pay Plan and Rates of Pay for Non-Union Classified Service
83 Employees, effective July 1, 2026 is hereby amended by deleting the material that is
84 stricken, as set forth in Exhibit "I."

85
86 Section 10. The Class Specification for Chief Purchasing Agent (Class
87 Specification No. 000146) is deleted.

88
89 Section 11. This Ordinance shall be effective upon adoption by New Castle County
90 Council and approval of the County Executive, or as otherwise provided in 9 *Del. C.* §
91 1156.

92
93 Section 12. It is the intent of the County Council that the provisions of this
94 Ordinance shall be effective retroactive to July 7, 2022.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
of New Castle County

SYNOPSIS: This Ordinance, if approved, brings the County's pay plans into conformity with the PERB decision in Representation Petition No. 22-10-1330 (Clarification), by substituting the class specification of Chief Procurement Officer (Pay Grade 34) for Chief Purchasing Agent (Pay Grade 34) in the Pay Plan and Rates of Pay for Classified Employees Represented by Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 3109, by deleting the Class Specification for Chief Purchasing Agent, and by removing the position of Chief Procurement Officer (Pay Grade 34) from the Pay Plan and Rates of Pay for Non-Union Classified Service Employees.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to July 7, 2022.

FISCAL NOTE: This Ordinance, if approved, has no discernible fiscal impact.

EXHIBIT A
PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC
EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
HOUSING SPECIALIST RECREATION SPECIALIST	19 19	38,471	40,395	42,415	44,537	46,763	49,101	51,558	54,136	56,843	59,685
AUTOMOTIVE PARTS SUPERVISOR PLANNER I	22 22	44,537	46,763	49,101	51,558	54,136	56,843	59,685	62,671	65,803	69,095
COMMUNITY SERVICES COORDINATOR CUSTOMER INFO AND ASSISTANCE COORD HEALTH SERVICES NURSE	23 23 23	46,763	49,101	51,558	54,136	56,843	59,685	62,671	65,803	69,095	72,549
ASSESSMENT ANALYST EMERGENCY PREPAREDNESS PLANNER HOUSING FINANCIAL ADVISOR PROGRAM ANALYST	24 24 24 24	49,101	51,558	54,136	56,843	59,685	62,671	65,803	69,095	72,549	76,177
JUNIOR SYSTEMS PROGRAMMER LIBRARIAN I PENSION PROGRAM ANALYST PLANNER II	26 26 26 26	54,136	56,843	59,685	62,671	65,803	69,095	72,549	76,177	79,985	83,984
BUDGET AND PROCEDURES ANALYST	27	56,843	59,685	62,671	65,803	69,095	72,549	76,177	79,985	83,984	88,183
COORDINATOR OF EMERGENCY PLANNING HOUSING MANAGEMENT ANALYST INFORMATION SYSTEMS SPECIALIST LANDSCAPE ARCHITECT SEWER SYSTEM ANALYST SYSTEMS PROGRAMMER TRAFFIC ENGINEER	28 28 28 28 28 28 28	59,685	62,671	65,803	69,095	72,549	76,177	79,985	83,984	88,183	92,593
SENIOR BUDGET AND PROCEDURES ANALYST	29	62,671	65,803	69,095	72,549	76,177	79,985	83,984	88,183	92,593	97,223
INFORMATION SYSTEMS COORDINATOR OPERATIONS ENGINEER PARKS DEVELOPMENT PLANNER PLANNER III TRAINING ADMINISTRATOR	30 30 30 30 30	65,803	69,095	72,549	76,177	79,985	83,984	88,183	92,593	97,223	102,085
SENIOR NETWORK ENGINEER	31	69,095	72,549	76,177	79,985	83,984	88,183	92,593	97,223	102,085	107,189
GEOGRAPHIC INFORMATION SYSTEMS MANAGER	32	72,549	76,177	79,985	83,984	88,183	92,593	97,223	102,085	107,189	112,548
CHIEF PURCHASING AGENT <u>CHIEF PROCUREMENT OFFICER</u>	34	79,985	83,984	88,183	92,593	97,223	102,085	107,189	112,548	118,175	124,084

Effective: 07/01/2022 - 12/31/2022 (Ordinance 21-095)

Revised: 07/07/2022 (Ordinance 24-xxx)

EXHIBIT B
PAY PLANS AND RATES OF PAY FOR
CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC
EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
HOUSING SPECIALIST	19	38,471	40,395	42,415	44,537	46,763	49,101	51,558	54,136	56,843	59,685	61,476
RECREATION SPECIALIST	19											
AUTOMOTIVE PARTS SUPERVISOR	22	44,537	46,763	49,101	51,558	54,136	56,843	59,685	62,671	65,803	69,095	71,168
PLANNER I	22											
COMMUNITY SERVICES COORDINATOR	23	46,763	49,101	51,558	54,136	56,843	59,685	62,671	65,803	69,095	72,549	74,725
CUSTOMER INFO AND ASSISTANCE COORD	23											
HEALTH SERVICES NURSE	23											
ASSESSMENT ANALYST	24	49,101	51,558	54,136	56,843	59,685	62,671	65,803	69,095	72,549	76,177	78,462
EMERGENCY PREPAREDNESS PLANNER	24											
HOUSING FINANCIAL ADVISOR	24											
PROGRAM ANALYST	24											
JUNIOR SYSTEMS PROGRAMMER	26	54,136	56,843	59,685	62,671	65,803	69,095	72,549	76,177	79,985	83,984	86,504
LIBRARIAN I	26											
PENSION PROGRAM ANALYST	26											
PLANNER II	26											
BUDGET AND PROCEDURES ANALYST	27	56,843	59,685	62,671	65,803	69,095	72,549	76,177	79,985	83,984	88,183	90,828
COORDINATOR OF EMERGENCY PLANNING	28	59,685	62,671	65,803	69,095	72,549	76,177	79,985	83,984	88,183	92,593	95,371
HOUSING MANAGEMENT ANALYST	28											
INFORMATION SYSTEMS SPECIALIST	28											
LANDSCAPE ARCHITECT	28											
SEWER SYSTEM ANALYST	28											
SYSTEMS PROGRAMMER	28											
TRAFFIC ENGINEER	28											
SENIOR BUDGET AND PROCEDURES ANALYST	29	62,671	65,803	69,095	72,549	76,177	79,985	83,984	88,183	92,593	97,223	100,140
INFORMATION SYSTEMS COORDINATOR	30	65,803	69,095	72,549	76,177	79,985	83,984	88,183	92,593	97,223	102,085	105,148
OPERATIONS ENGINEER	30											
PARKS DEVELOPMENT PLANNER	30											
PLANNER III	30											
TRAINING ADMINISTRATOR	30											
SENIOR NETWORK ENGINEER	31	69,095	72,549	76,177	79,985	83,984	88,183	92,593	97,223	102,085	107,189	110,405
GEOGRAPHIC INFORMATION SYSTEMS MANAGER	32	72,549	76,177	79,985	83,984	88,183	92,593	97,223	102,085	107,189	112,548	115,924
CHIEF PURCHASING AGENT	34	79,985	83,984	88,183	92,593	97,223	102,085	107,189	112,548	118,175	124,084	127,807
CHIEF PROCUREMENT OFFICER												

Effective: 01/01/2023 (Ordinance 21-095)

***Effective January 1, 2023, New Step 11 (3% above Step 10)**

Revised: 07/07/2022 (Ordinance 24-xxx)

EXHIBIT C
PAY PLAN AND RATES OF PAY FOR
NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	33,245	34,907	36,652	38,485	40,409	42,429	44,550	46,778	49,117	51,573
INSURANCE CLAIMS ASSISTANT	17	34,908	36,653	38,486	40,410	42,431	44,553	46,781	49,120	51,576	54,155
SENIOR SERVICES CENTER DIRECTOR	18	36,654	38,487	40,411	42,432	44,554	46,782	49,121	51,577	54,156	56,864
CONFIDENTIAL ASSISTANT	20	40,411	42,432	44,554	46,782	49,121	51,577	54,156	56,864	59,707	62,692
HUMAN RESOURCES ASSISTANT	20										
FINANCE INFORMATION SPECIALIST	22	44,553	46,781	49,120	51,576	54,155	56,863	59,706	62,691	65,826	69,117
FIRE/MEDICAL COMMUNICATIONS SUPERVISOR	22										
POLICE COMMUNICATIONS SUPERVISOR	22										
VICTIM'S ASSISTANCE OFFICE COORDINATOR	22										
LAW OFFICE ADMINISTRATOR	23	46,780	49,119	51,575	54,154	56,862	59,705	62,690	65,825	69,116	72,572
REGISTER IN CHANCERY OFFICE ADMINISTRATOR	23										
STORMWATER INSPECTION SUPERVISOR	23										
CRIME ANALYST	24	49,121	51,577	54,156	56,864	59,707	62,692	65,827	69,118	72,574	76,203
LAND USE PARALEGAL	24										
PUBLIC INFORMATION SPECIALIST	24										
REAL ESTATE COORDINATOR	24										
CUSTOMER INFO. AND ASSISTANCE SUPV.	25	51,578	54,157	56,865	59,708	62,693	65,828	69,119	72,575	76,204	80,014
POLICE ACCREDITATION COORDINATOR	25										
ASSISTANT COMMUNITY SERVICES ADMIN.	26	54,157	56,865	59,708	62,693	65,828	69,119	72,575	76,204	80,014	84,015
ASSISTANT LAND USE ADMINISTRATOR	26										
ENVIRONMENTAL ENGINEER I	26										
HUMAN RESOURCES TECHNICIAN	26										
INSURANCE ADMINISTRATOR	26										
COMMUNITY GOVERNING ADMINISTRATOR	27	56,864	59,707	62,692	65,827	69,118	72,574	76,203	80,013	84,014	88,215
SPORTS AND ATHLETICS ADMINISTRATOR	27										
ENVIRONMENTAL ADMINISTRATOR	28	59,707	62,692	65,827	69,118	72,574	76,203	80,013	84,014	88,215	92,626
LAND USE SERVICES ADMINISTRATOR	28										
PUBLIC WORKS PROGRAM MANAGER	28										
STORMWATER PROGRAM COORDINATOR	28										
PAYROLL SUPERVISOR	29	62,694	65,829	69,120	72,576	76,205	80,015	84,016	88,217	92,628	97,259
ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	65,828	69,119	72,575	76,204	80,014	84,015	88,216	92,627	97,258	102,121
COMMUNITY SERVICES ADMINISTRATOR	30										
EMPLOYEE RELATIONS SPECIALIST	30										
FINANCE ADMINISTRATION MANAGER	30										
HUMAN RESOURCES ADMINISTRATOR	30										
LAND USE ADMINISTRATOR	30										
OPERATIONS SERVICES MANAGER	30										
PARKS DEVELOPMENT PLANNER	30										
PENSION AND BENEFITS ADMINISTRATOR	30										
PUBLIC WORKS PROJECT MANAGER	30										
TRANSPORTATION PLANNER	30										
DEVELOPMENT FACILITATOR	31	69,122	72,578	76,207	80,017	84,018	88,219	92,630	97,262	102,125	107,231
PROPERTY ASSESSMENT SERVICES MANAGER	31										
COMMUNITY SERVICES MANAGER	32	72,577	76,206	80,016	84,017	88,218	92,629	97,260	102,123	107,229	112,590
DEPARTMENT FINANCE OFFICER	32										
INFORMATION SYSTEMS ASSISTANT MANAGER	32										
LICENSING MANAGER	32										
MANAGEMENT AND PRODUCTIVITY MANAGER	32										
PLANNING MANAGER	32										
SENIOR FINANCIAL OFFICER	32										

EXHIBIT C
PAY PLAN AND RATES OF PAY FOR
NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	80,015	84,016	88,217	92,628	97,259	102,122	107,228	112,589	118,218	124,129
ASSISTANT LAND USE MANAGER	34										
CHIEF PROCUREMENT OFFICER	34										
CHIEF OF SPECIAL PROJECTS	34										
ENGINEERING SERVICES MANAGER	34										
INFORMATION SYSTEMS MANAGER	34										
INSURANCE AND LOSS CONTROL MANAGER	34										
INTERNAL SERVICES MANAGER	34										
PARKS DIVISION MANAGER	34										
PENSION PROGRAM MANAGER	34										
SEWER OPERATIONS MANAGER	34										
STORMWATER & ENVIRONMENTAL PROGS. MGR	34										
TREASURY MANAGER	34										
FINANCE LEGAL OFFICER	35	84,017	88,218	92,629	97,260	102,123	107,229	112,590	118,220	124,131	130,338
FIRST ASSISTANT COUNTY ATTORNEY	35										
HUMAN RESOURCES MANAGER	35										
CHIEF OF EMERGENCY COMMUNICATIONS	36	88,217	92,628	97,259	102,122	107,228	112,589	118,218	124,129	130,335	136,852
PUBLIC WORKS SENIOR MANAGER	36										
DEPUTY CHIEF OF TECHNOLOGY	36										
CHIEF OF EMERGENCY MEDICAL SERVICES	38	97,260	102,123	107,229	112,590	118,220	124,131	130,338	136,855	143,698	150,883

Effective: 07/01/2022 (Ordinance 20-107)

Revised: 03/16/2021 (Ordinance 21-017)

Revised: 06/28/2022 (Ordinance 22-075, 22-076)

Revised: 07/07/2022 (Ordinance 24-xxx)

EXHIBIT D
PAY PLAN AND RATES OF PAY FOR
NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	33,245	34,907	36,652	38,485	40,409	42,429	44,550	46,778	49,117	51,573
INSURANCE CLAIMS ASSISTANT	17	34,908	36,653	38,486	40,410	42,431	44,553	46,781	49,120	51,576	54,155
SENIOR SERVICES CENTER DIRECTOR	18	36,654	38,487	40,411	42,432	44,554	46,782	49,121	51,577	54,156	56,864
CONFIDENTIAL ASSISTANT	20	40,411	42,432	44,554	46,782	49,121	51,577	54,156	56,864	59,707	62,692
HUMAN RESOURCES ASSISTANT	20										
FINANCE INFORMATION SPECIALIST	22	44,553	46,781	49,120	51,576	54,155	56,863	59,706	62,691	65,826	69,117
FIRE/MEDICAL COMMUNICATIONS SUPERVISOR	22										
POLICE COMMUNICATIONS SUPERVISOR	22										
VICTIM'S ASSISTANCE OFFICE COORDINATOR	22										
LAW OFFICE ADMINISTRATOR	23	46,780	49,119	51,575	54,154	56,862	59,705	62,690	65,825	69,116	72,572
REGISTER IN CHANCERY OFFICE ADMINISTRATOR	23										
STORMWATER INSPECTION SUPERVISOR	23										
CRIME ANALYST	24	49,121	51,577	54,156	56,864	59,707	62,692	65,827	69,118	72,574	76,203
LAND USE PARALEGAL	24										
PUBLIC INFORMATION SPECIALIST	24										
REAL ESTATE COORDINATOR	24										
CUSTOMER INFO. AND ASSISTANCE SUPV.	25	51,578	54,157	56,865	59,708	62,693	65,828	69,119	72,575	76,204	80,014
POLICE ACCREDITATION COORDINATOR	25										
ASSISTANT COMMUNITY SERVICES ADMIN.	26	54,157	56,865	59,708	62,693	65,828	69,119	72,575	76,204	80,014	84,015
ASSISTANT LAND USE ADMINISTRATOR	26										
ENVIRONMENTAL ENGINEER I	26										
HUMAN RESOURCES TECHNICIAN	26										
INSURANCE ADMINISTRATOR	26										
COMMUNITY GOVERNING ADMINISTRATOR	27	56,864	59,707	62,692	65,827	69,118	72,574	76,203	80,013	84,014	88,215
SPORTS AND ATHLETICS ADMINISTRATOR	27										
ENVIRONMENTAL ADMINISTRATOR	28	59,707	62,692	65,827	69,118	72,574	76,203	80,013	84,014	88,215	92,626
LAND USE SERVICES ADMINISTRATOR	28										
PUBLIC WORKS PROGRAM MANAGER	28										
STORMWATER PROGRAM COORDINATOR	28										
PAYROLL SUPERVISOR	29	62,694	65,829	69,120	72,576	76,205	80,015	84,016	88,217	92,628	97,259
ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	65,828	69,119	72,575	76,204	80,014	84,015	88,216	92,627	97,258	102,121
COMMUNITY SERVICES ADMINISTRATOR	30										
EMPLOYEE RELATIONS SPECIALIST	30										
FINANCE ADMINISTRATION MANAGER	30										
HUMAN RESOURCES ADMINISTRATOR	30										
LAND USE ADMINISTRATOR	30										
OPERATIONS SERVICES MANAGER	30										
PARKS DEVELOPMENT PLANNER	30										
PENSION AND BENEFITS ADMINISTRATOR	30										
PUBLIC WORKS PROJECT MANAGER	30										
TRANSPORTATION PLANNER	30										
DEVELOPMENT FACILITATOR	31	69,122	72,578	76,207	80,017	84,018	88,219	92,630	97,262	102,125	107,231
PROPERTY ASSESSMENT SERVICES MANAGER	31										
COMMUNITY SERVICES MANAGER	32	72,577	76,206	80,016	84,017	88,218	92,629	97,260	102,123	107,229	112,590
DEPARTMENT FINANCE OFFICER	32										
INFORMATION SYSTEMS ASSISTANT MANAGER	32										
LICENSING MANAGER	32										
MANAGEMENT AND PRODUCTIVITY MANAGER	32										
PLANNING MANAGER	32										
SENIOR FINANCIAL OFFICER	32										

EXHIBIT D
PAY PLAN AND RATES OF PAY FOR
NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	80,015	84,016	88,217	92,628	97,259	102,122	107,228	112,589	118,218	124,129
ASSISTANT LAND USE MANAGER	34										
CHIEF PROCUREMENT OFFICER	34										
CHIEF OF SPECIAL PROJECTS	34										
ENGINEERING SERVICES MANAGER	34										
INFORMATION SYSTEMS MANAGER	34										
INSURANCE AND LOSS CONTROL MANAGER	34										
INTERNAL SERVICES MANAGER	34										
PARKS DIVISION MANAGER	34										
PENSION PROGRAM MANAGER	34										
SEWER OPERATIONS MANAGER	34										
STORMWATER & ENVIRONMENTAL PROGS. MGR	34										
TREASURY MANAGER	34										
FINANCE LEGAL OFFICER	35	84,017	88,218	92,629	97,260	102,123	107,229	112,590	118,220	124,131	130,338
FIRST ASSISTANT COUNTY ATTORNEY	35										
HUMAN RESOURCES MANAGER	35										
CHIEF OF EMERGENCY COMMUNICATIONS	36	88,217	92,628	97,259	102,122	107,228	112,589	118,218	124,129	130,335	136,852
PUBLIC WORKS SENIOR MANAGER	36										
DEPUTY CHIEF OF TECHNOLOGY	36										
CHIEF OF EMERGENCY MEDICAL SERVICES*	38	104,260	109,123	114,229	119,590	125,220	131,131	137,338	143,855	150,698	157,883

Effective: 07/01/2022 (Ordinance 20-107)

Revised: 03/16/2021 (Ordinance 21-017)

Revised: 06/28/2022 (Ordinance 22-075, 22-076)

***Revised: 09/01/2022 (Ordinance 22-108) - All Paramedic Classifications increased \$7,000**

Revised: 07/07/2022 (Ordinance 24-xxx)

EXHIBIT E**PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES
NOT INCLUDING EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	33,245	34,907	36,652	38,485	40,409	42,429	44,550	46,778	49,117	51,573
INSURANCE CLAIMS ASSISTANT	17	34,908	36,653	38,486	40,410	42,431	44,553	46,781	49,120	51,576	54,155
SENIOR SERVICES CENTER DIRECTOR	18	36,654	38,487	40,411	42,432	44,554	46,782	49,121	51,577	54,156	56,864
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	40,411	42,432	44,554	46,782	49,121	51,577	54,156	56,864	59,707	62,692
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	44,553	46,781	49,120	51,576	54,155	56,863	59,706	62,691	65,826	69,117
LAW OFFICE ADMINISTRATOR REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	46,780	49,119	51,575	54,154	56,862	59,705	62,690	65,825	69,116	72,572
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	49,121	51,577	54,156	56,864	59,707	62,692	65,827	69,118	72,574	76,203
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	51,578	54,157	56,865	59,708	62,693	65,828	69,119	72,575	76,204	80,014
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR	26	54,157	56,865	59,708	62,693	65,828	69,119	72,575	76,204	80,014	84,015
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	56,864	59,707	62,692	65,827	69,118	72,574	76,203	80,013	84,014	88,215
ENVIRONMENTAL ADMINISTRATOR LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	59,707	62,692	65,827	69,118	72,574	76,203	80,013	84,014	88,215	92,626
PAYROLL SUPERVISOR	29	62,694	65,829	69,120	72,576	76,205	80,015	84,016	88,217	92,628	97,259
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR PUBLIC WORKS PROJECT MANAGER TRANSPORTATION PLANNER	30	65,828	69,119	72,575	76,204	80,014	84,015	88,216	92,627	97,258	102,121
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	69,122	72,578	76,207	80,017	84,018	88,219	92,630	97,262	102,125	107,231
COMMUNITY SERVICES MANAGER DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	72,577	76,206	80,016	84,017	88,218	92,629	97,260	102,123	107,229	112,590

EXHIBIT E

**PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES
NOT INCLUDING EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER CHIEF PROCUREMENT OFFICER CHIEF OF SPECIAL PROJECTS ENGINEERING SERVICES MANAGER INFORMATION SYSTEMS MANAGER INSURANCE AND LOSS CONTROL MANAGER INTERNAL SERVICES MANAGER PARKS DIVISION MANAGER PENSION PROGRAM MANAGER SEWER OPERATIONS MANAGER STORMWATER & ENVIRONMENTAL PROGS. MGR TREASURY MANAGER	34	80,015	84,016	88,217	92,628	97,259	102,122	107,228	112,589	118,218	124,129
FINANCE LEGAL OFFICER FIRST ASSISTANT COUNTY ATTORNEY HUMAN RESOURCES MANAGER	35	84,017	88,218	92,629	97,260	102,123	107,229	112,590	118,220	124,131	130,338
PUBLIC WORKS SENIOR MANAGER DEPUTY CHIEF OF TECHNOLOGY	36	88,217	92,628	97,259	102,122	107,228	112,589	118,218	124,129	130,335	136,852

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Revised: 09/01/2022 (Ordinance 22-108)

*****Revised: 01/01/2023 (Ordinance 23-061)***

Revised: 07/07/2022 (Ordinance 24-xxx)

EXHIBIT F
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	34,077	35,780	37,569	39,448	41,420	43,490	45,664	47,948	50,345	52,863
INSURANCE CLAIMS ASSISTANT	17	35,781	37,570	39,449	41,421	43,492	45,667	47,951	50,348	52,866	55,509
SENIOR SERVICES CENTER DIRECTOR	18	37,571	39,450	41,422	43,493	45,668	47,952	50,350	52,867	55,510	58,286
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	41,422	43,493	45,668	47,952	50,350	52,867	55,510	58,286	61,200	64,260
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	45,667	47,951	50,348	52,866	55,509	58,285	61,199	64,259	67,472	70,845
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	47,950	50,347	52,865	55,508	58,284	61,198	64,258	67,471	70,844	74,387
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	50,350	52,867	55,510	58,286	61,200	64,260	67,473	70,846	74,389	78,109
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	52,868	55,511	58,287	61,201	64,261	67,474	70,847	74,390	78,110	82,015
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	55,511	58,287	61,201	64,261	67,474	70,847	74,390	78,110	82,015	86,116
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	58,286	61,200	64,260	67,473	70,846	74,389	78,109	82,014	86,115	90,421
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	61,200	64,260	67,473	70,846	74,389	78,109	82,014	86,115	90,421	94,942
PAYROLL SUPERVISOR	29	64,262	67,475	70,848	74,391	78,111	82,016	86,117	90,423	94,944	99,691
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	67,474	70,847	74,390	78,110	82,015	86,116	90,422	94,943	99,690	104,675
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	70,851	74,393	78,113	82,018	86,119	90,425	94,946	99,694	104,679	109,912
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	74,392	78,112	82,017	86,118	90,424	94,945	99,692	104,677	109,910	115,405

EXHIBIT F
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	82,016	86,117	90,423	94,944	99,691	104,676	109,909	115,404	121,174	127,233
ASSISTANT LAND USE MANAGER											
CHIEF PROCUREMENT OFFICER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	86,118	90,424	94,945	99,692	104,677	109,910	115,405	121,176	127,235	133,597
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
PUBLIC WORKS SENIOR MANAGER	36	90,423	94,944	99,691	104,676	109,909	115,404	121,174	127,233	133,594	140,274
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	71,779	75,152	78,695	82,415	86,320	90,421	94,727	99,248	103,995	108,980
CHIEF OF EMERGENCY COMMUNICATIONS	36	94,728	99,249	103,996	108,981	114,214	119,709	125,479	131,538	137,899	144,579
CHIEF OF EMERGENCY MEDICAL SERVICES	38	106,867	111,852	117,085	122,580	128,351	134,410	140,772	147,452	154,466	161,831

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Revised: 08/01/2023 (Ordinance 23-126)

Revised: 07/07/2022 (Ordinance 24-xxx)

EXHIBIT G
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	34,929	36,675	38,509	40,435	42,456	44,578	46,806	49,147	51,604	54,185
INSURANCE CLAIMS ASSISTANT	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897
SENIOR SERVICES CENTER DIRECTOR	18	38,511	40,437	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	46,809	49,150	51,607	54,188	56,897	59,743	62,729	65,866	69,159	72,617
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	49,149	51,606	54,187	56,896	59,742	62,728	65,865	69,158	72,616	76,247
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618	76,249	80,062
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	54,190	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316
PAYROLL SUPERVISOR	29	65,869	69,162	72,620	76,251	80,064	84,067	88,270	92,684	97,318	102,184
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	72,623	76,253	80,066	84,069	88,272	92,686	97,320	102,187	107,296	112,660
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	76,252	80,065	84,068	88,271	92,685	97,319	102,185	107,294	112,658	118,291

EXHIBIT G
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	84,067	88,270	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414
ASSISTANT LAND USE MANAGER											
CHIEF PROCUREMENT OFFICER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	88,271	92,685	97,319	102,185	107,294	112,658	118,291	124,206	130,416	136,937
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
PUBLIC WORKS SENIOR MANAGER	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	73,574	77,031	80,663	84,476	88,478	92,682	97,096	101,730	106,595	111,705
CHIEF OF EMERGENCY COMMUNICATIONS	36	97,097	101,731	106,596	111,706	117,070	122,702	128,616	134,827	141,347	148,194
CHIEF OF EMERGENCY MEDICAL SERVICES	38	109,539	114,649	120,013	125,645	131,560	137,771	144,292	151,139	158,328	165,877

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Revised: 07/07/2023 (Ordinance 24-xxx)

EXHIBIT H
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	35,803	37,592	39,472	41,446	43,518	45,693	47,977	50,376	52,895	55,540
INSURANCE CLAIMS ASSISTANT	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320
SENIOR SERVICES CENTER DIRECTOR	18	39,474	41,448	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	50,378	52,897	55,542	58,319	61,236	64,297	67,512	70,887	74,432	78,154
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	52,900	55,544	58,321	61,238	64,299	67,514	70,889	74,434	78,156	82,064
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749
PAYROLL SUPERVISOR	29	67,516	70,892	74,436	78,158	82,066	86,169	90,477	95,002	99,751	104,739
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	74,439	78,160	82,068	86,171	90,479	95,004	99,753	104,742	109,979	115,477
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249

EXHIBIT H
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675
ASSISTANT LAND USE MANAGER											
CHIEF PROCUREMENT OFFICER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312	133,677	140,361
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
PUBLIC WORKS SENIOR MANAGER	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	75,414	78,957	82,680	86,588	90,690	95,000	99,524	104,274	109,260	114,498
CHIEF OF EMERGENCY COMMUNICATIONS	36	99,525	104,275	109,261	114,499	119,997	125,770	131,832	138,198	144,881	151,899
CHIEF OF EMERGENCY MEDICAL SERVICES	38	112,278	117,516	123,014	128,787	134,849	141,216	147,900	154,918	162,287	170,024

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Revised: 07/07/2022 (Ordinance 24-xxx)

EXHIBIT I
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
SENIOR SERVICES TRANS. PROGRAM COORD.	16	36,699	38,532	40,459	42,483	44,606	46,836	49,177	51,636	54,218	56,929
INSURANCE CLAIMS ASSISTANT	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778
SENIOR SERVICES CENTER DIRECTOR	18	40,461	42,485	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769
CONFIDENTIAL ASSISTANT HUMAN RESOURCES ASSISTANT	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202
FINANCE INFORMATION SPECIALIST FIRE/MEDICAL COMMUNICATIONS SUPERVISOR POLICE COMMUNICATIONS SUPERVISOR VICTIM'S ASSISTANCE OFFICE COORDINATOR	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294
REGISTER IN CHANCERY OFFICE ADMINISTRATOR STORMWATER INSPECTION SUPERVISOR	23	51,638	54,220	56,931	59,777	62,767	65,905	69,200	72,660	76,293	80,108
CRIME ANALYST LAND USE PARALEGAL PUBLIC INFORMATION SPECIALIST REAL ESTATE COORDINATOR	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116
CUSTOMER INFO. AND ASSISTANCE SUPV. POLICE ACCREDITATION COORDINATOR	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323
ASSISTANT COMMUNITY SERVICES ADMIN. ASSISTANT LAND USE ADMINISTRATOR ENVIRONMENTAL ENGINEER I HUMAN RESOURCES TECHNICIAN INSURANCE ADMINISTRATOR LAW OFFICE ADMINISTRATOR	26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
COMMUNITY GOVERNING ADMINISTRATOR SPORTS AND ATHLETICS ADMINISTRATOR	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER LAND USE SERVICES ADMINISTRATOR PUBLIC WORKS PROGRAM MANAGER STORMWATER PROGRAM COORDINATOR	28	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243
PAYROLL SUPERVISOR	29	69,204	72,665	76,297	80,112	84,118	88,324	92,739	97,378	102,245	107,358
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST FINANCE ADMINISTRATION MANAGER HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR TRANSPORTATION PLANNER	30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725
DEVELOPMENT FACILITATOR PROPERTY ASSESSMENT SERVICES MANAGER	31	76,300	80,114	84,120	88,326	92,741	97,380	102,247	107,361	112,729	118,364
DEPARTMENT FINANCE OFFICER INFORMATION SYSTEMS ASSISTANT MANAGER LICENSING MANAGER MANAGEMENT AND PRODUCTIVITY MANAGER PLANNING MANAGER SENIOR FINANCIAL OFFICER	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281

EXHIBIT I
PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10
ACCOUNTING AND FISCAL MANAGER	34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017
ASSISTANT LAND USE MANAGER											
CHIEF PROCUREMENT OFFICER											
CHIEF OF SPECIAL PROJECTS											
COMMUNITY SERVICES MANAGER											
ENGINEERING SERVICES MANAGER											
INFORMATION SYSTEMS MANAGER											
INSURANCE AND LOSS CONTROL MANAGER											
INTERNAL SERVICES MANAGER											
PARKS DIVISION MANAGER											
PENSION PROGRAM MANAGER											
SEWER OPERATIONS MANAGER											
STORMWATER & ENVIRONMENTAL PROGS. MGR											
TREASURY MANAGER											
FINANCE LEGAL OFFICER	35	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495	137,019	143,871
FIRST ASSISTANT COUNTY ATTORNEY											
HUMAN RESOURCES MANAGER											
PUBLIC WORKS SENIOR MANAGER	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061
DEPUTY CHIEF OF TECHNOLOGY											

NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	30	77,300	80,931	84,747	88,753	92,958	97,375	102,013	106,881	111,992	117,361
CHIEF OF EMERGENCY COMMUNICATIONS	36	102,014	106,882	111,993	117,362	122,997	128,915	135,128	141,653	148,504	155,697
CHIEF OF EMERGENCY MEDICAL SERVICES	38	115,085	120,454	126,090	132,007	138,221	144,747	151,598	158,791	166,345	174,275

Effective: 07/01/2026 (Ordinance 23-063)

Revised: 07/01/2026 (Ordinance 23-086)

Revised: 08/29/2023 (Ordinance 23-097)

Revised: 08/01/2023 (Ordinance 23-126)

Revised: 07/07/2022 (Ordinance 24-xxx)

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Administration/Technology
Date of introduction: February 13, 2024

ORDINANCE NO. 24-014

**AMEND THE GRANTS BUDGET:
APPROPRIATE FEDERAL FUNDS OF \$300,400 FROM THE CYBERSECURITY
AND INFRASTRUCTURE SECURITY AGENCY PASSED THROUGH THE
DELAWARE EMERGENCY MANAGEMENT AGENCY TO THE STATE AND LOCAL
CYBERSECURITY GRANT PROGRAM (SLCGP) YEAR 1 GRANT,
WHICH IS ADMINISTERED BY THE DEPARTMENT OF ADMINISTRATION,
OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES**

1 **WHEREAS**, the State and Local Cybersecurity Grant Program (SLCGP) provides
2 funding to eligible state, local, and territorial (SLT) governments to manage and reduce
3 systemic cyber risk, thus improving the security of critical infrastructure and improving
4 the resilience of the services SLT governments provide their community; and
5

6 **WHEREAS**, funding will be transferred to New Castle County upon approval from
7 the Federal Emergency Management Agency (FEMA); and
8

9 **WHEREAS**, the County Executive has determined that grants anticipated to be
10 received from the Cybersecurity and Infrastructure Security Agency (CISA) will be
11 sufficient to cover the increase in the Grants Budget as hereinafter amended; and
12

13 **WHEREAS**, Council has determined that the provisions of this Ordinance
14 substantially advance, and are reasonably and rationally related to, legitimate
15 government interests (i.e., promoting the health, safety, morals, convenience, order,
16 prosperity and/or welfare of the present and future inhabitants of this State).
17

18 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
19

20 Section 1. The Grants Budget as adopted by Ordinance No. 75-173 is hereby
21 amended by adding the material on the attached Exhibits "A", which shall be considered
22 underscored in its entirety.
23

24 Section 2. This Ordinance shall become effective immediately upon its adoption
25 by County Council and approval by the County Executive, or as otherwise provided by 9
26 *Del. C. § 1156*.
27

28 Section 3. It is the intent of the County Council that the provisions of this
29 Ordinance shall be effective retroactive to October 1, 2022.

Adopted by County Council of
New Castle County on:

Karen Hartley-Nagle
President of County Council
of New Castle County

Approved on:

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will appropriate federal funds of \$300,400 from the Cybersecurity and Infrastructure Security Agency (CISA) passed through the Delaware Emergency Management Agency (DEMA) to the State and Local Cybersecurity Grant Program (SLCGP) Year 1 Grant, which will be administered by the Department of Administration, Office of Technology and Administrative Services.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to October 1, 2022.

FISCAL NOTE: This Ordinance, if approved, will amend the Grants Budget by appropriating federal funds of \$300,400 Cybersecurity and Infrastructure Security Agency (CISA) passed through the Delaware Emergency Management Agency (DEMA) to the State and Local Cybersecurity Grant Program (SLCGP) Year 1 Grant, which will be administered by the Department of Administration, Office of Technology and Administrative Services.

There is no match required in year one. Year two requires twenty percent match which will be found within the Department's existing Approved Operating Budget and no additional budget will be required in FY2024 or FY2025.

This increase will affect FY2024 through FY2028, since the targeted program completion date for this grant is September 30, 2027.

DEPARTMENT:

Administration

GRANT TITLE:

State and Local Cybersecurity Grant Program (SLCGP) Year 1

PROGRAM TITLE:

State and Local Cybersecurity Grant Program (SLCGP) Year 1

EXHIBIT:

"A"

Ordinance No.

24-014

Expense	Current	Change	Revised
Salaries and Wages	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -
Training/Civic Affairs	\$ -	\$ -	\$ -
Communication/Utilities	\$ -	\$ -	\$ -
Materials/Supplies	\$ -	\$ -	\$ -
Contractual Services	\$ 300,400.00	\$ -	\$ 300,400.00
Equipment	\$ -	\$ -	\$ -
Grants/Fixed Charges	\$ -	\$ -	\$ -
Land and Structures	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -
Operating Transfer Charges	\$ -	\$ -	\$ -
Operating Transfer Credits	\$ -	\$ -	\$ -
Total	\$ 300,400.00	\$ -	\$ 300,400.00

Revenue	Current	Change	Revised
Federal	\$ 300,400.00	\$ -	\$ 300,400.00
State	\$ -	\$ -	\$ -
County	\$ -	\$ -	\$ -
Program Income	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Total	\$ 300,400.00	\$ -	\$ 300,400.00

SUPPLEMENTAL INFORMATION

Estimated Program Initiation:

10/1/2022

Estimated Program Completion:

9/30/2027

The Local Match:

Found in (ORG):

Ordinance Passed:

Date Revised:

PROGRAM DESCRIPTION:

The State and Local Cybersecurity Grant Program (SLCGP) provides funding to eligible State, Local and Territorial (SLT) governments to manage and reduce systemic cyber risk, thus improving the security of critical infrastructure and improving the resilience of the services SLT governments provide to their community.