



NEW CASTLE COUNTY COUNCIL COUNCIL MEETING

February 11, 2025
6:30 PM

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

CANCELLED

AGENDA

A. Call to Order

- **Moment of Silence**
- **Pledge of Allegiance**
- **Roll Call**

B. Approval of Minutes

C. Announcements

D. Introduction of Ordinances

°25-017: REVISE ZONING MAP: NEW CASTLE HUNDRED, WEST SIDE OF OLD STATE ROAD, APPROXIMATELY 200 FEET SOUTH OF LLANGOLLEN BOULEVARD; REZONE 11.06 ACRES OF TAX PARCEL 10-034.00-067 FROM SUBURBAN (S) TO COMMERCIAL REGIONAL (CR); APPLICATION NO. 2023-0005-S/Z; COUNCIL DISTRICT 7 (The Exploratory Minor Land Development Plan with Rezoning for Old State Road LLC proposes to create a parking area for outside storage of vehicles, and rezone tax parcel 10-034.00-067 from Suburban (S) to Commercial Regional (CR))

Prime Sponsor(s): Mr. Smiley

E. Reports from Select and Special Committees

F. Consent Calendar

NOTE: If an item on the Consent Calendar is objected to by a Council member, or a member of the public wishes to obtain additional information about the candidate or proposed legislation, or if a Councilmember intends to offer an amendment to a resolution, seek additional information, or state a conflict, it shall be removed from the Consent Calendar and voted upon separately.

G. Presentations**H. Consideration of Resolutions Removed from the Consent Calendar and Other Resolutions**

R25-036: HONORING BLACK HISTORY MONTH 2025

Prime Sponsor(s): Mr. Hollins, Mr. Street

I. Consideration of Ordinances

°25-015: AMEND THE GRANTS BUDGET: APPROPRIATE ANTICIPATED PROGRAM INCOME OF \$600,000 TO THE NEIGHBORHOOD STABILIZATION PROGRAM II GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES

Prime Sponsor(s): Mr. Hollins, Mr. Street

°25-016: TO AMEND THE PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607, AMEND THE PAY PLANS AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES, AMEND CLASS SPECIFICATIONS AND ADOPT NEW CLASS SPECIFICATIONS FOR LAND USE LICENSING/CODE ENFORCEMENT AND ADMINISTRATION RELATED POSITIONS

Prime Sponsor(s): Ms. Williams-Johns

J. Time Sensitive Congratulatory/Honorary Resolutions

R25-037: CELEBRATING THE CENTENNIAL BIRTHDAY OF DOROTHY BAKER

Prime Sponsor(s): Mr. Hollins

K. Introduction/Consideration of Emergency Ordinances**L. Public Comment/Other****M. Motion to Adjourn**

MEETING CANCELLED: February 11, 2025

AGENDA POSTED: February 4, 2025

*The 2/11/25 meeting was cancelled due to inclement weather. A meeting is scheduled for 2/18/25 and all the agenda items originally scheduled for 2/11/25 will be considered 2/18/25.

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.nccode.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.

Prime Sponsor(s): Mr. Smiley
Requested by: Land Use
Date of introduction: February 11, 2025

ORDINANCE NO. 25-017

**REVISE ZONING MAP: NEW CASTLE HUNDRED, WEST SIDE OF
OLD STATE ROAD, APPROXIMATELY 200 FEET SOUTH OF
LLANGOLLEN BOULEVARD; REZONE 11.06 ACRES OF
TAX PARCEL 10-034.00-067 FROM SUBURBAN (S) TO COMMERCIAL REGIONAL
(CR); APPLICATION NO. 2023-0005-S/Z; COUNCIL DISTRICT 7**

1 (The Exploratory Minor Land Development Plan with Rezoning for Old State Road LLC
2 proposes to create a parking area for outside storage of vehicles, and rezone tax parcel
3 10-034.00-067 from Suburban (S) to Commercial Regional (CR))
4

5 NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:
6

7 Section 1. The Zoning Map of New Castle Hundred, as amended, is hereby further
8 amended by changing the zoning classification of the land shown on attached Exhibit "A"
9 dated November 21, 2024, as set forth therein.
10

11 Section 2. This Ordinance shall become effective immediately upon passage by
12 New Castle County Council and approval of the County Executive, or as otherwise
13 provided in 9 *Del. C.* §1156.

Adopted by County Council of
New Castle County on:

Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

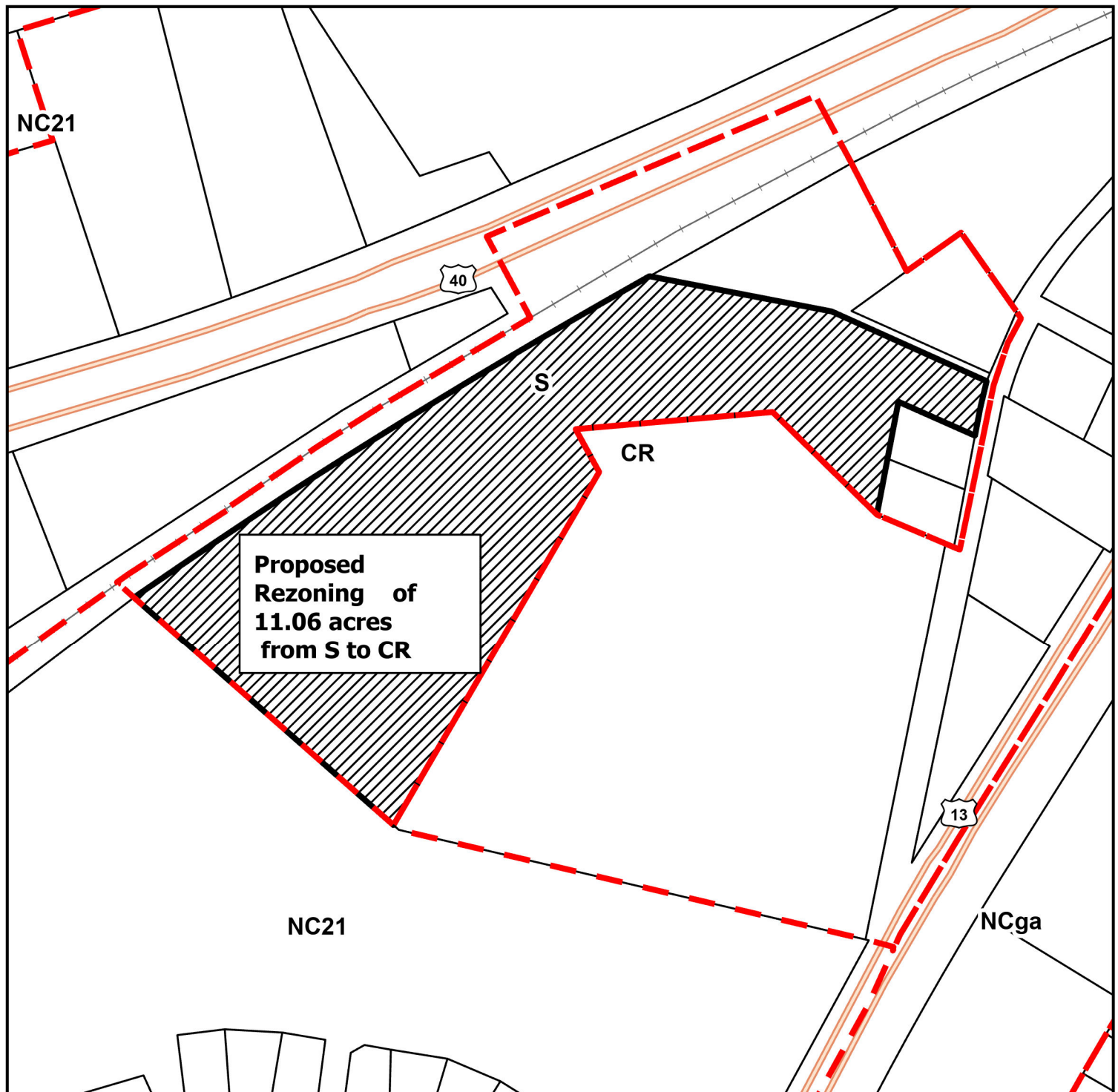
Marcus Henry
County Executive
New Castle County

SYNOPSIS: Same as title.

FISCAL NOTE: This rezoning ordinance will have no immediate discernable fiscal impact on the County, but if the parcel(s) rezoned is (are) developed in accordance with the new rezoning, there may be one or more indirect fiscal effects on New Castle County government, including, but not limited to, an increase in the assessed value of the property with a resultant increase in taxes collectible thereon, and an increased demand for county services.

APPLICANT: OLD STATE ROAD LLC
PROPOSED REZONING: EXISTING S ZONING TO CR ZONING

APPLICATION NO. 2023-0005-S/Z
TAX PARCEL NO. 10-034.00-067



HUNDRED: NEW CASTLE HUNDRED
NEW CASTLE COUNTY, DELAWARE

Scale: 1:3,000

Prepared by: Property.Munsaka

Date: 11/21/2024



PERMANENT ORDINANCE NO. 25-017

Date Adopted by County Council _____

Date Approved by County Executive _____

Prime sponsor(s): Mr. Hollins, Mr. Street
Date of introduction: February 11, 2025

RESOLUTION NO. 25-036

HONORING BLACK HISTORY MONTH 2025

1 **WHEREAS**, February has been officially recognized as Black History Month by
2 the United States Congress and United States Presidents for decades; it is a time for
3 honoring and exploring the culture and history of African Americans and recognizing that
4 our society's rich diversity is our greatest strength; the origin of Black History Month
5 dates back over 100 years, with the purpose of enhancing the knowledge and
6 understanding of Black history; and

7
8 **WHEREAS**, the 2025 Black History Month theme, "*African Americans and*
9 *Labor*," highlights the significant contributions of African Americans in all occupations
10 and public service, while acknowledging their past labor struggles; and

11
12 **WHEREAS**, Black history in the United States has been a proving ground for
13 America's foundational ideals. A severe test of these ideals came with the Civil War and
14 the elimination of slavery. Another major test came a century later, in the struggle for
15 practical recognition of the rights already won in principle - the abolition of legalized
16 segregation and second-class citizenship; and

17
18 **WHEREAS**, America's foundational ideals, and with it, Black history, are once
19 again being tested; consequently, there has been no time in recent history as crucial as
20 the present to educate on Black history; shockingly, U.S. President Trump is
21 aggressively attacking the foundational precepts upon which our Nation and Black
22 history are founded, and which Martin Luther King, Jr. and other freedom fighters,
23 including Thurgood Marshall, fought to uphold, with blood, sweat, and tears;
24 shamelessly taking advantage of the recent tragic air collision in Washington, D.C.,
25 President Trump and his Administration, recklessly and with no basis in fact, have
26 declared war on and are attempting to erase the advancements achieved by African
27 Americans as the result of various programs promoting diversity, equity, and inclusion
28 by suggesting a link between such programs and the tragic air collision; in related
29 actions, several of the Trump federal agencies have banned all activities and events
30 celebrating Martin Luther King, Jr., Day and Black History Month; it is imperative that we
31 respond to such actions; moreover, Black History Month has taken on a degree of
32 importance greater than ever before; and

33
34 **WHEREAS**, during Black History Month we have historically recognized, and
35 must *continue* to recognize, the extraordinary contributions and achievements of African
36 Americans and their role in constructing American history along with the contributions
37 that African Americans have made to enhance the economic, cultural, spiritual and
38 political development of our Nation; and

39 **WHEREAS**, as we celebrate the history of African Americans - including brilliant
40 artists (Jean Michel Basquiat) and actors (Dorothy Dandridge, Sidney Poitier), talented
41 musicians (Lena Horne, Ella Fitzgerald) and literary giants (Maya Angelou, James
42 Baldwin), scientists (Katherine Johnson, Mary Jackson, Dorothy Vaughan), astronauts
43 (Mae Jemison), military leaders (Colin Powell), and successful business and industry
44 leaders - we must earnestly recognize their successes and the barriers they have
45 overcome, as well as recognize the new barriers that have arisen, and simultaneously
46 we must renew our commitment to liberty and justice for all; it is times like these that
47 remind us that “[f]reedom is a fragile thing and is never more than one generation away
48 from extinction;” and

49 **WHEREAS**, African Americans have fought for and paved the way not only for
50 themselves but also for millions of women, historically marginalized communities, and
51 all Americans to more fully experience the benefits of our society; and
52

53 **WHEREAS**, Black history is a foundational component of American history and
54 a celebration and greater understanding of one is a celebration and more informed
55 understanding of the other and the interconnectivity and dependency of the two; in turn,
56 this provides an opportunity to reflect on the complex history of the United States, while
57 remaining hopeful and confident about the path ahead; by appreciating the
58 achievements of African Americans in the context of our broader American history, we
59 are brought closer together as one human race.
60

61 **NOW, THEREFORE, BE IT RESOLVED** by and for the County Council of New
62 Castle County that County Council hereby proclaims February 2025 as “*Black History*
63 *Month*” and urges the citizens of New Castle County to take cognizance of this
64 celebration and to aggressively defend it and the advancements that have been made
65 but are under attack, and encourages officials, business leaders, educators in schools,
66 colleges, and libraries, and all people of New Castle County to observe this month with
67 appropriate ceremonies, activities, and programs that raise awareness of African
68 American history and invite further inquiry into our collective American history.

Adopted by County Council
of New Castle County on:

Monique Williams-Johns
President of County Council
of New Castle County

SYNOPSIS: New Castle County Council hereby honors *Black History Month 2025*.

FISCAL NOTE: There is no discernible fiscal impact with the adoption of this Resolution.

Prime Sponsor(s): Mr. Hollins, Mr. Street
Requested by: Community Services
Date of introduction: January 28, 2025

ORDINANCE NO. 25-015

**AMEND THE GRANTS BUDGET:
APPROPRIATE ANTICIPATED PROGRAM INCOME OF \$600,000 TO THE
NEIGHBORHOOD STABILIZATION PROGRAM II GRANT, WHICH IS ADMINISTERED
BY THE DEPARTMENT OF COMMUNITY SERVICES**

1 **WHEREAS**, authorization is being sought for the appropriation of anticipated federal
2 program income funds of \$600,000 within the Neighborhood Stabilization Program II Grant,
3 which is administered by the Department of Community Services; and
4

5 **WHEREAS**, this grant provides resources to address the foreclosure problem in New
6 Castle County's hardest hit communities; and
7

8 **WHEREAS**, the appropriation of funding will be used for purchase, rehabilitation, and
9 eventual sale of foreclosed and vacant properties in New Castle County; and
10

11 **WHEREAS**, the County Executive has determined that funds received from the sale
12 of Neighborhood Stabilization Program II homes is sufficient to cover the rehabilitation and
13 sale expenses within the Grants Budget as hereinafter amended; and
14

15 **WHEREAS**, County Council has determined that the provisions of this Ordinance
16 substantially advance, and are reasonably and rationally related to, legitimate government
17 interests (i.e., promoting the health, safety, morals, convenience, order, prosperity and/or
18 welfare of the present and future inhabitants of this State).
19

20 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
21

22 Section 1. The Grants Budget as adopted by Ordinance No. 75-173 is hereby
23 amended by deleting the material bracketed and stricken and by adding the material
24 underscored on the attached Exhibit "A."
25

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

Adopted by County Council of
New Castle County on:

Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

Marcus Henry
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will appropriate \$600,000 in anticipated federal program income funds within the Neighborhood Stabilization Program II (NSP2) Grant, which is administered by the Department of Community Services.

The funding for this program is provided by the U.S. Department of Housing and Urban Development (HUD) via the American Recovery and Reinvestment Act of 2009 (ARRA). Although the federal expenditure deadline for NSP2 was met by the State in February 2013, per HUD regulation, New Castle County can continue to draw 100 percent of the original NSP2 grant award allocated to New Castle County.

This appropriation of funding will be used for the purchase, rehabilitation, and eventual sale of foreclosed and vacant properties in New Castle County.

FISCAL NOTE: This Ordinance, if approved, will appropriate \$600,000 in federal program income funds within the Neighborhood Stabilization Program II (NSP2) Grant, which is administered by the Department of Community Services.

The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget of \$600,000. This increase will affect FY2025 and beyond since the program is now ongoing, without an expiration date. This grant will continue until the entire grant award, plus program income, has been expended.

Acknowledged by the Chief Financial Officer January 15, 2025.

DEPARTMENT:	Community Services	EXHIBIT:	"A"
GRANT TITLE:	Neighborhood Stabilization Program II	Ordinance No.	25-015
PROGRAM TITLE:	Neighborhood Stabilization Program II		

Revenue	Current	Change	Revised
Federal	\$ -	\$ -	\$ -
State	\$ -	\$ -	\$ -
County	\$ -	\$ -	\$ -
Program Income	\$ 1,105,917.72	\$ 600,000.00	\$ 1,705,917.72
Other	\$ -	\$ -	\$ -
Total	\$ 1,105,917.72	\$ 600,000.00	\$ 1,705,917.72

Expense	Current	Change	Revised
Salaries and Wages	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -
Training/Civic Affairs	\$ 921.65	\$ -	\$ 921.65
Communication/Utilities	\$ 12,291.46	\$ -	\$ 12,291.46
Materials/Supplies	\$ -	\$ -	\$ -
Contractual Services	\$ 874,993.33	\$ 600,000.00	\$ 1,474,993.33
Equipment	\$ -	\$ -	\$ -
Grants/Fixed Charges	\$ -	\$ -	\$ -
Land and Structures	\$ 217,556.53	\$ -	\$ 217,556.53
Contingency	\$ -	\$ -	\$ -
Operating Transfer Charges	\$ 154.75	\$ -	\$ 154.75
Operating Transfer Credits	\$ -	\$ -	\$ -
Total	\$ 1,105,917.72	\$ 600,000.00	\$ 1,705,917.72

SUPPLEMENTAL INFORMATION

Estimated Program Initiation: 2/11/2010

Estimated Program Completion: ongoing

The Local Match: **Found in (ORG):**

Ordinance Passed:		Date Revised:	
10-106	13-084	1/13/2011	11/27/2013
11-090	14-092	10/7/2011	10/7/2014
11-114	16-084	12/15/2011	9/12/2016
12-056	19-031	5/23/2012	3/26/2016
12-011	<u>21-069</u>	11/14/2012	<u>4/26/2021</u>
13-029		5/6/2013	

PROGRAM DESCRIPTION:

The New Castle County Neighborhood Stabilization Program II (NSP2) works with community partners to directly acquire foreclosed and/or vacant properties. New Castle County and/or it's partners resell, rehabilitate and/or develop such properties for homeownership, rental and/or public facility use. Partners reimburse New Castle County with the sale proceeds of the property once the property is successfully reintegrated into the market as an owner occupied or as a rental unit.

4/29/2021

1/28/2025

Primary Sponsor(s): Ms. Williams-Johns
Requested by: Administration/HR
Date of Introduction: January 28, 2025

ORDINANCE NO. 25-016

TO AMEND THE PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607, AMEND THE PAY PLANS AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES, AMEND CLASS SPECIFICATIONS AND ADOPT NEW CLASS SPECIFICATIONS FOR LAND USE LICENSING/CODE ENFORCEMENT AND ADMINISTRATION RELATED POSITIONS

1 **WHEREAS**, the Department of Land Use has determined that it is necessary to
2 make organizational changes to operate most effectively and to continue to deliver high
3 quality customer service to the residents and businesses of New Castle County;
4

5 **WHEREAS**, the Department of Land Use has submitted a new class
6 specification for a Senior Certified Property Maintenance and Housing Inspector
7 (Exhibit "A"), Pay Grade 25 (Exhibits "D-F"), that requires at least five (5) years of
8 experience as a Certified Property Maintenance and Housing Inspector with New Castle
9 County, obtaining ICC certification Accessibility Inspector/Plans Examiner 21, and the
10 two (2) consecutive years of overall satisfactory performance evaluations or above in
11 the year applying for the promotion; and
12

13 **WHEREAS**, the Department of Land Use has submitted a new class
14 specification for a Senior Staff Engineer (Exhibit "B"), Pay Grade 25 (Exhibits "D-F"),
15 that requires at least five (5) years of experience as a Staff Engineer with New Castle
16 County, and two (2) consecutive years of overall satisfactory performance evaluations
17 or above in the year applying for the promotion and active credentials from two (2)
18 complementary nationally accredited certification programs; and
19

20 **WHEREAS**, the Department of Land Use has submitted a new class
21 specification for a Land Use Services Administrator, Employee Engagement and Hiring
22 Support (Exhibit "C"), Pay Grade 28 (Exhibits "G-I"), that requires At least five (5) years'
23 of experience performing human resource services in a local government or regional
24 land use department, and possession of a Bachelor's Degree from an accredited
25 college or university; and
26

27 **WHEREAS**, the Department of Land Use has determined the class specification
28 for the Chief Field Supervisor needs to be changed from a Pay Grade 25 to Pay Grade
29 26 (Exhibits "D-F") to reflect the work currently being performed; and
30

31 **WHEREAS**, in accordance with *New Castle County* Code Section 26.03.103, the
32 Human Resources Advisory Board (HRAB) at their meeting on December 11, 2024,
33 reviewed and recommended the new and amended class specifications and respective
34 changes to pay plans for these Land Use Licensing related positions; and
35

36 **WHEREAS**, the Acting Chief Human Resources Officer concurs with the
37 recommendation of the Human Resources Advisory Board.
38

39 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
40

41 Section 1. The new Class Specifications for Senior Certified Property
42 Maintenance and Housing Inspector, Senior Staff Engineer, and Land Use Services
43 Administrator, Employee Engagement and Hiring Support, are adopted as set forth in
44 Exhibit "A-C".
45

46 Section 2. The Pay Plan and Rates of Pay for Classified Service 35-Hour
47 Workweek Employees Represented by the Delaware Public Employees Council 81,
48 AFSCME, AFL-CIO, Affiliate Local 1607, for the period July 1, 2024 through June 30,
49 2025 as set forth in Exhibit "D", is hereby amended by adding the material that is
50 underscored and deleting the material that is stricken.
51

52 Section 3. The Pay Plan and Rates of Pay for Classified Service 35-Hour
53 Workweek Employees Represented by the Delaware Public Employees Council 81,
54 AFSCME, AFL-CIO, Affiliate Local 1607, for the period July 1, 2025 through June 30,
55 2026 as set forth in Exhibit "E", is hereby amended by adding the material that is
56 underscored and deleting the material that is stricken.
57

58 Section 4. The Pay Plan and Rates of Pay for Classified Service 35-Hour
59 Workweek Employees Represented by the Delaware Public Employees Council 81,
60 AFSCME, AFL-CIO, Affiliate Local 1607, effective July 1, 2026 as set forth in Exhibit
61 "F", is hereby amended by adding the material that is underscored and deleting the
62 material that is stricken.
63

64 Section 5. The Pay Plan and Rates of Pay for Non-Union Classified Service
65 Employees, for the period July 1, 2024 through June 30, 2025 as set forth in Exhibit "G",
66 is hereby amended by adding the material that is underscored and deleting the material
67 that is stricken.
68

69 Section 6. The Pay Plan and Rates of Pay for Non-Union Classified Service
70 Employees, for the period July 1, 2025 through June 30, 2026 as set forth in Exhibit "H",
71 is hereby amended by adding the material that is underscored and deleting the material
72 that is stricken.
73

74 Section 7. The Pay Plan and Rates of Pay for Non-Union Classified Service
75 Employees, effective July 1, 2026 as set forth in Exhibit "I", is hereby amended by
76 adding the material that is underscored and deleting the material that is stricken.
77

78 Section 8. This Ordinance shall become effective immediately upon its adoption
79 by County Council and approval by the County Executive, or as otherwise provided in 9
80 *Del. C. § 1156*.

Adopted by County Council of
New Castle County on:

Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

Marcus Henry
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, amends or creates the class specifications for Classified Service 35-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607 and Non-Union Classified Service Employees and updates the pay plans as follows:

- Creates class specification for Senior Certified Property Maintenance and Housing Inspector (Pay Grade 25)
- Creates class specification for Senior Staff Engineer (Pay Grade 25)
- Creates class specification for Land Use Services Administrator, Employee Engagement and Hiring Support (Pay Grade 28)
- Amends the class specification of the Chief Field Supervisor to (Pay Grade from 25 to Pay Grade 26)

The HRAB reviewed and recommended the amendments and additions on December 11, 2024, and the Chief Human Resource Officer concurs with recommendations of the HRAB.

FISCAL IMPACT: This Ordinance, if approved, changes the Pay Grades for the position title of Chief Field Supervisor from Pay Grade 25 to Pay Grade 26 on the Pay Plan and Rates of Pay for Classified Service 35-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607. All other changes are creating new classifications.

There are currently four filled positions with the title of Chief Field Supervisor. The estimated fiscal impact (Salaries/Wages and Benefits) of reclassifying the four employees currently in these positions is \$10,770 in FY2025, \$28,808 in FY2026 and \$29,524 in FY2027.

Acknowledged by the Chief Financial Officer January 15, 2025.

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 1 of 2**CLASS SPECIFICATION****Date** DRAFT**Title:** SENIOR CERTIFIED PROPERTY MAINTENANCE
AND HOUSING INSPECTOR**Approved:**

GENERAL STATEMENT OF DUTIES: Recognition, appreciation and volunteerism; Leads or performs management training on New Castle County policies or procedures as necessary.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for training new Code Enforcement Officers and Certified Property Maintenance and Housing Inspectors. Additionally, the employee will assist Code Enforcement Officers and Certified Property Maintenance and Housing Inspectors with difficult cases and work closely with Complaints Specialists and their managers to bring cases to resolution. The employee is also responsible for conducting investigations and ensuring compliance with all County codes and related ordinances. The employee is responsible to appear in court to testify, when necessary, regarding violations that have been issued. An employee in this class will be appointed a Code Enforcement Constable pursuant to State law to make actions legally effective. Depending on the needs of the Department, this employee may be required to work extended hours such as early mornings, nights, weekends and holidays. This employee deals with confidential matters and works under general supervision.

EXAMPLES OF WORK: (Illustrative only)

- Trains new Code Enforcement Officers and Certified Maintenance and Housing Inspectors;
- Performs field investigations and prepares related reports;
- Researches codes and ordinances in regard to alleged violations; Notifies violators of code violations and code provisions;
- Confers with violators, attorneys, judges and other governmental agencies;
- Follows up on code violations to ensure correction and compliance;
- Collects evidence for files that will be presented in court;
- Testifies as a witness when necessary;
- Prepares and issues summonses to appear in court; Serves summonses on violators when necessary; Obtains, compiles, and organizes data;
- Answers inquiries regarding code violations and provides advice on code compliance;
- Posts stop work orders and condemnation notices when necessary;
- Maintains a daily log of all work performed;
- Maintains records and makes reports as required;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- Operates a personal computer and other related equipment in the course of the work.

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 2 of 2**CLASS SPECIFICATION****Date** DRAFT**Title:** SENIOR CERTIFIED PROPERTY MAINTENANCE
AND HOUSING INSPECTOR**Approved:**

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Ability to perform investigations and appropriate code research to ensure conformance to codes; ability to maintain current knowledge of technical developments in the construction field by maintaining the required ICC certifications; ability to make accurate and articulate presentations in administrative hearings and Magistrate Court; ability to communicate courteously and effectively, both verbally and in writing; ability to maintain effective working relationships with County employees, the public, government officials, attorneys, outside agencies, organizations and individuals; ability to recognize the sensitivity of issues and assignments and to maintain confidentiality; ability to prepare reports and keep appropriate records; excellent ethical standards; integrity.

MINIMUM QUALIFICATIONS: Possession of a high school diploma or GED; or an equivalent combination of education, experience or training directly related to the required knowledge, skills, and abilities. At least five (5) years' experience as a Certified Property Maintenance and Housing Inspector, two (2) consecutive years of overall satisfactory performance evaluations and an overall performance rating of satisfactory or above in the year applying for the promotion. Any record of discipline that resulted in a suspension during the twelve (12) months preceding the application for promotion shall be reviewed to determine eligibility for promotion.

ADDITIONAL REQUIREMENTS: Must pass a Class III County physical examination and background check. Possession of a valid Delaware Class D driver's license or its equivalent is required; must meet all requirements of the State law and/or regulations to be appointed a Code Enforcement Constable; must pass a security check; verification of successful completion of the Accessibility Inspector/Plans Examiner ICC certification. All certifications must remain valid as a condition of employment. All costs associated with the certifications, verification, and subsequent maintenance of current status in such examination areas shall be borne by the employee or the applicant.

REQUIRED DISCIPLINES: (in addition to the CPMHI certifications):
Accessibility Inspector/Plans Examiner 21

HISTORY OF REVISIONS:
Established: DRAFT

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 1 of 2**CLASS SPECIFICATION****Date** DRAFT**Title:** SENIOR STAFF ENGINEER**Approved:**

GENERAL STATEMENT OF DUTIES: Performs basic level engineering and technical work; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class works on a variety of engineering projects or tasks under the supervision of a civil engineer. Work includes review of site construction documents, and the design, planning construction, and maintenance of sanitary sewer systems and drainage protective work or improvements. An employee in this class may serve as a trainer to new hires and provide peer-to-peer assistance on challenging cases and inspections. This employee exercises independent judgment, initiative, and discretion and must keep abreast of new technical developments and engineered systems in the construction field. Depending upon the needs of the department, this employee may be required to work extended hours such as early mornings, nights, and weekends. This employee deals with confidential matters and works under general supervision.

EXAMPLES OF WORK: (Illustrative only)

- Reviews engineering plans and documents for compliance with Code requirements and accepted design standards:
 - Grading plans
 - Erosion and sediment control plans
 - Storm sewer plans
 - Open Space Management plans
 - Stormwater Management as-built plans, and
 - Sanitary sewer plans
- Gives information and advice to drafting technicians on construction projects;
- Inspects sanitary sewer system and customers' facilities for fats, oils and grease (FOG) or other maintenance issues, coordinates solutions with other sections;
- Performs site inspections and enforcement actions to ensure compliance with approved plans and codes;
- Provides technical engineering support to investigate and resolve drainage concerns, including coordination with other Divisions when necessary;
- Develops feasibility studies, plans, and specifications for review by an engineer;
- Creates and coordinates execution of technical agreements;
- Coordinates sanitary sewer flow monitoring, environmental and lab testing and other field investigations and programs;
- Assists in the preparation of civil, structural, electrical, and mechanical design documents;

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 2 of 2**CLASS SPECIFICATION****Date** DRAFT**Title:** SENIOR STAFF ENGINEER**Approved:**

- Collects and enters data into information systems, makes periodic reports and special reports as required;
- Attends engineering courses and training sessions to improve technical competence;
- Provides training to newly hired Staff Engineers;
- Assists management by providing peer-to-peer assistance in the field on cases and inspections;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- Operates a personal computer and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Education or experience in modern principles and procedures of civil, mechanical, or electrical engineering as applied to the design and construction of civil, mechanical, or electrical projects; ability to learn difficult engineering tasks related to operations; ability to learn to perform engineering tasks on an independent basis; ability to communicate courteously and effectively, both verbally and in writing; ability to pass a Class III County physical examination. At least five (5) years of experience as a Staff Engineer with New Castle County and the two (2) most current annual performance evaluations must be rated with an overall performance rating of satisfactory or above. Any record of discipline that resulted in a suspension during the twelve (12) months preceding the application for promotion shall be reviewed to determine eligibility for promotion. Additionally, active credentials from two (2) complementary nationally accredited certification programs in project management, stormwater management, wastewater management, stormwater conveyance, or erosion & sediment control (certificate programs require prior approval from management).

ACCEPTABLE EXPERIENCE AND TRAINING: Possession of an Associate's Degree from an accredited college or university with major course work in engineering; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

PREFERRED TRAINING: Proficiency in AutoCAD

HISTORY OF REVISIONS:
Established: DRAFT

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 1 of 2**CLASS SPECIFICATION****Date** DRAFT**Title:** LAND USE SERVICES ADMINISTRATOR –
EMPLOYEE ENGAGEMENT AND HIRING SUPPORT**Approved:**

GENERAL STATEMENT OF DUTIES: Manages, performs and coordinates the delivery of human resource services in support of the Land Use General Manager; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class performs a variety of managerial, administrative, supervisory, and technical work as required to consolidate the delivery of human resource services for land use staff. Services are varied and include recruitment, workforce compliance of policies and procedures, talent management, inquiries/requests for information, identifying, recommending and implementing process improvements, and employee engagement and recognition. This is a confidential position dealing with employee affairs. The employee must have knowledge of land use functions. Work involves exercise of judgement in the application of policies and procedures, and works with considerable independence in planning, organizing and performing responsibilities. Supervision is exercised over administrative staff in support of the General Manager's Office. The employee works under the general supervision of the Land Use General Manager or their designee.

EXAMPLES OF WORK: (Illustrative only)

- Manages requisition tracking, coordinates employment offers and new employee onboarding;
- Performs varied supervisory tasks to ensure consistent application of policies and procedures;
- Collaborates with Office of Human Resources on recruitment;
- Consults with subject matter experts to develop testing examinations and interview boards;
- Performs research on complaints and grievances, and makes appropriate recommendations; and provides direction to management when necessary to solve issues;
- Serves as a liaison to employees or to other departments;
- Leads, develops and coordinates employee engagement function including recognition, appreciation and volunteerism;
- Leads or performs management training on New Castle County policies or procedures as necessary;

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 2 of 2**CLASS SPECIFICATION****Date** DRAFT**Title:** LAND USE SERVICES ADMINISTRATOR –
EMPLOYEE ENGAGEMENT AND HIRING SUPPORT**Approved:**

- Manages processing of performance evaluations and performance plans, makes recommendations as necessary;
- Assists with EEO diversity reporting;
- Ability to plan, coordinate or supervise the work of support staff;
- Maintains personnel files;
- Performs assignments as defined by the Land Use General Manager;
- Operates a personal computer, and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of the New Castle County Code pertaining to human resource administration; Ability to comprehend, interpret and apply a wide range of policies and procedures to perform interrelated functions; Ability to draw valid conclusions and prioritize tasks effectively; Ability to establish and maintain effective working relationships with department managers, interdepartmental staff, and the general public; Ability to communicate courteously and effectively, both verbally and in writing.

ACCEPTABLE EXPERIENCE AND TRAINING: At least five (5) years of experience performing human resource services in a local government or regional land use department, and possession of a Bachelor's Degree from an accredited college or university.

HISTORY OF REVISIONS:
Established: DRAFT

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CLERK	12	28,739	30,175	31,684	33,267	34,928	36,676	38,509	40,434	42,457	44,580	46,810
SURVEYOR ASSISTANT	12											
ADMINISTRATIVE SERVICES TECHNICIAN	14	31,684	33,267	34,928	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,607
AUTOMOTIVE PARTS CLERK	14											
CLERK TYPIST	14											
COMPUTER OPERATOR I	14											
JUNIOR ADMINISTRATIVE AIDE	14											
KEY OPERATOR	14											
MICROFILM TECHNICIAN	14											
PUBLIC SAFETY AIDE	14											
ACCOUNT CLERK I	15	33,267	34,928	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,188
CUSTOMER SERVICES COORDINATOR	15											
DRAFTING TECHNICIAN I	15											
INTERLIBRARY LOAN ASSISTANT	15											
LIBRARY ASSISTANT	15											
COMPUTER OPERATOR II	16	34,928	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,898
SURVEY INSTRUMENT OPERATOR	16											
ACCOUNT CLERK II	17	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,744
COURT CLERK	17											
DEPUTY I	17											
PRINCIPAL LIBRARY ASSISTANT	17											
SECRETARY	17											
STOREKEEPER	17											
PUBLIC WORKS DATA TECHNICIAN	17											
DISPATCHER	18	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730
GRAPHIC ARTS DESIGNER	18											
MAINTENANCE PROGRAM TECHNICIAN	18											
RADIO COMMUNICATOR	18											
SANITARY MAINTENANCE TECHNICIAN	18											
TREASURY CUSTOMER SERVICE REPRESENTATIVE	18											
ACCOUNT CLERK III	19	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,867
ADMINISTRATIVE AIDE	19											
ASSESSMENT TECHNICIAN	19											
ASSESSOR I	19											
BUDGET OFFICE ASSISTANT	19											
LIBRARY SPECIALIST	19											
PARTY CHIEF	19											
CERTIFIED ASSESSOR I	20	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161
COMMUNITY DEVELOPMENT HOUSING INSPECTOR	20											
CUSTOMER INFORMATION & ASSISTANCE SPECIALIST	20											
CUSTOMER SERVICE AND INFORMATION TECHNICIAN	20											
DELINQUENT ACCOUNT COLLECTOR	20											
DEPUTY II	20											
DRAFTING TECHNICIAN II	20											
GRAPHIC ARTS DESIGNER II	20											
HOUSING PROGRAM ASSISTANT	20											
MAINTENANCE OFFICE ADMINISTRATOR	20											
PAYROLL ASSISTANT I	20											
PERMIT PROCESS TECHNICIAN	20											
PUBLIC WORKS INSPECTOR	20											
SANITARY SEWER INFORMATION SPECIALIST	20											
SENIOR OFFICE ASSISTANT	20											
SENIOR SANITARY MAINTENANCE TECHNICIAN	20											
VICTIM'S ASSISTANCE OFFICER	20											
ASSISTANT PROCUREMENT AGENT	21	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,619
BUILDING AND SITE INSPECTOR	21											
CERTIFIED PERMIT PROCESS TECHNICIAN	21											
CODE ENFORCEMENT OFFICER	21											
CONSTRUCTION INSPECTOR	21											
DRAFTING TECHNICIAN III	21											
ENVIRONMENTAL ANALYST	21											
PLAN EXAMINER	21											
PLUMBING AND MECHANICAL CODE SUPERVISOR	21											
PLUMBING AND MECHANICAL PLAN EXAMINER	21											
RIGHT-OF-WAY AGENT	21											
SENIOR CUSTOMER SERVICES & INFORMATION TECHNICIAN	21											
SENIOR PERMIT PROCESS TECHNICIAN	21											

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ACCOUNTANT I	22	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,253
ASSESSOR II	22											
GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN	22											
HOUSING REHABILITATION SPECIALIST I	22											
OPERATIONS SPECIALIST	22											
ACCOUNTING OPERATIONS ASSISTANT	23	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064
CENTRAL RECEIVING SUPERVISOR	23											
CENTRAL SERVICES TECHNICIAN	23											
CERTIFIED ASSESSOR II	23											
CERTIFIED BUILDING AND SITE INSPECTOR	23											
CERTIFIED PLAN EXAMINER	23											
CERTIFIED PLUMBING & MECHANICAL PLAN EXAMINER	23											
CERTIFIED PROPERTY MAINTENANCE & HOUSING INSPECTOR	23											
COMPLAINTS SPECIALIST	23											
CONSTRUCTION INSPECTION SUPERVISOR	23											
EQUESTRIAN PROGRAM COORDINATOR	23											
HOUSING REHABILITATION SPECIALIST II	23											
SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	23											
SURVEY PARTIES SUPERVISOR	23											
TREASURY ASSOCIATE	23											
CHIEF RIGHT-OF-WAY AGENT	24	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064	84,067
CUSTOMER SERVICES SPECIALIST	24											
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST	24											
PUBLIC WORKS CONTRACTS OFFICER	24											
SCHOOL CROSSING GUARD SUPERVISOR	24											
SITE INSPECTIONS SUPERVISOR	24											
STAFF ENGINEER	24											
ACCOUNTANT II	25	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064	84,065	88,269
CHIEF CONSTRUCTION INSPECTOR	25											
CHIEF FIELD SUPERVISOR	26											
EQUESTRIAN PROGRAM SUPERVISOR	25											
PROCUREMENT AGENT	25											
SENIOR CERTIFIED BUILDING AND SITE INSPECTOR	25											
SENIOR CERTIFIED PLAN EXAMINER	25											
SENIOR CERTIFIED PLUMBING AND MECHANICAL PLAN EXAMINER	25											
<u>SENIOR CERTIFIED PROPERTY MAINTENANCE AND HOUSING INSPECTOR</u>	<u>25</u>											
<u>SENIOR STAFF ENGINEER</u>	<u>25</u>											
SUPERINTENDENT OF WASTEWATER TREATMENT	25											
<u>CHIEF FIELD SUPERVISOR</u>	<u>26</u>	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064	84,065	88,270	92,684
CIVIL ENGINEER I	26											
DRAFTING AND DESIGN SUPERVISOR	26											
ENVIRONMENTAL PROGRAM MANAGER I	26											
GEOGRAPHIC INFORMATION SYSTEMS ANALYST	26											
PAYROLL ASSISTANT II	26											
PROGRAMMER ANALYST	26											
ARCHITECT	28	62,730	65,868	69,161	72,621	76,251	80,064	84,065	88,270	92,683	97,317	102,182
CIVIL ENGINEER II	28											
ENVIRONMENTAL PROGRAM MANAGER II	28											
SENIOR PROCUREMENT AGENT	28											
SEWER MANAGEMENT ENGINEER	28											
SENIOR APPLICATION ENGINEER	28											
CHIEF OF FACILITY MAINTENANCE	30	69,161	72,621	76,251	80,064	84,065	88,270	92,683	97,317	102,184	107,295	112,660
CHIEF OF PROJECT MANAGEMENT	30											
CIVIL ENGINEER III	30											
ENVIRONMENTAL PROGRAM MANAGER III	30											
PUBLIC WORKS PROJECT ADMINISTRATOR	30											
CHIEF OF DRAINAGE OPERATIONS	32	76,251	80,064	84,065	88,270	92,683	97,317	102,184	107,295	112,660	118,292	124,206
CHIEF OF SITE MANAGEMENT	32											

Effective: 07/01/2024 (Ordinance 24-089)

Revised: 12/19/2024 (Ordinance 24-177)

Revised: xx/xx/2024 (Ordinance 24-179)

Revised: xx/xx/2024 (Ordinance 25-xxx)

Includes changes approved at 11/7/2024 HRAB meeting; approved by Council 1/14/2025; pending signature.

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CLERK	12	29,457	30,929	32,476	34,099	35,801	37,593	39,472	41,445	43,518	45,695	47,980
SURVEYOR ASSISTANT	12											
ADMINISTRATIVE SERVICES TECHNICIAN	14	32,476	34,099	35,801	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,897
AUTOMOTIVE PARTS CLERK	14											
CLERK TYPIST	14											
COMPUTER OPERATOR I	14											
JUNIOR ADMINISTRATIVE AIDE	14											
KEY OPERATOR	14											
MICROFILM TECHNICIAN	14											
PUBLIC SAFETY AIDE	14											
ACCOUNT CLERK I	15	34,099	35,801	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,543
CUSTOMER SERVICES COORDINATOR	15											
DRAFTING TECHNICIAN I	15											
INTERLIBRARY LOAN ASSISTANT	15											
LIBRARY ASSISTANT	15											
COMPUTER OPERATOR II	16	35,801	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,320
SURVEY INSTRUMENT OPERATOR	16											
ACCOUNT CLERK II	17	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,238
COURT CLERK	17											
DEPUTY I	17											
PRINCIPAL LIBRARY ASSISTANT	17											
SECRETARY	17											
STOREKEEPER	17											
PUBLIC WORKS DATA TECHNICIAN	17											
DISPATCHER	18	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298
GRAPHIC ARTS DESIGNER	18											
MAINTENANCE PROGRAM TECHNICIAN	18											
RADIO COMMUNICATOR	18											
SANITARY MAINTENANCE TECHNICIAN	18											
TREASURY CUSTOMER SERVICE REPRESENTATIVE	18											
ACCOUNT CLERK III	19	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,514
ADMINISTRATIVE AIDE	19											
ASSESSMENT TECHNICIAN	19											
ASSESSOR I	19											
BUDGET OFFICE ASSISTANT	19											
LIBRARY SPECIALIST	19											
PARTY CHIEF	19											
CERTIFIED ASSESSOR I	20	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890
COMMUNITY DEVELOPMENT HOUSING INSPECTOR	20											
CUSTOMER INFORMATION & ASSISTANCE SPECIALIST	20											
CUSTOMER SERVICE AND INFORMATION TECHNICIAN	20											
DELINQUENT ACCOUNT COLLECTOR	20											
DEPUTY II	20											
DRAFTING TECHNICIAN II	20											
GRAPHIC ARTS DESIGNER II	20											
HOUSING PROGRAM ASSISTANT	20											
MAINTENANCE OFFICE ADMINISTRATOR	20											
PAYROLL ASSISTANT I	20											
PERMIT PROCESS TECHNICIAN	20											
PUBLIC WORKS INSPECTOR	20											
SANITARY SEWER INFORMATION SPECIALIST	20											
SENIOR OFFICE ASSISTANT	20											
SENIOR SANITARY MAINTENANCE TECHNICIAN	20											
VICTIM'S ASSISTANCE OFFICER	20											
ASSISTANT PROCUREMENT AGENT	21	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,434
BUILDING AND SITE INSPECTOR	21											
CERTIFIED PERMIT PROCESS TECHNICIAN	21											
CODE ENFORCEMENT OFFICER	21											
CONSTRUCTION INSPECTOR	21											
DRAFTING TECHNICIAN III	21											
ENVIRONMENTAL ANALYST	21											
PLAN EXAMINER	21											
PLUMBING AND MECHANICAL CODE SUPERVISOR	21											
PLUMBING AND MECHANICAL PLAN EXAMINER	21											
RIGHT-OF-WAY AGENT	21											
SENIOR CUSTOMER SERVICES & INFORMATION TECHNICIAN	21											
SENIOR PERMIT PROCESS TECHNICIAN	21											

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ACCOUNTANT I	22	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,159
ASSESSOR II	22											
GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN	22											
HOUSING REHABILITATION SPECIALIST I	22											
OPERATIONS SPECIALIST	22											
ACCOUNTING OPERATIONS ASSISTANT	23	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066
CENTRAL RECEIVING SUPERVISOR	23											
CENTRAL SERVICES TECHNICIAN	23											
CERTIFIED ASSESSOR II	23											
CERTIFIED BUILDING AND SITE INSPECTOR	23											
CERTIFIED PLAN EXAMINER	23											
CERTIFIED PLUMBING & MECHANICAL PLAN EXAMINER	23											
CERTIFIED PROPERTY MAINTENANCE & HOUSING INSPECTOR	23											
COMPLAINTS SPECIALIST	23											
CONSTRUCTION INSPECTION SUPERVISOR	23											
EQUESTRIAN PROGRAM COORDINATOR	23											
HOUSING REHABILITATION SPECIALIST II	23											
SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	23											
SURVEY PARTIES SUPERVISOR	23											
TREASURY ASSOCIATE	23											
CHIEF RIGHT-OF-WAY AGENT	24	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066	86,169
CUSTOMER SERVICES SPECIALIST	24											
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST	24											
PUBLIC WORKS CONTRACTS OFFICER	24											
SCHOOL CROSSING GUARD SUPERVISOR	24											
SITE INSPECTIONS SUPERVISOR	24											
STAFF ENGINEER	24											
ACCOUNTANT II	25	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066	86,167	90,476
CHIEF CONSTRUCTION INSPECTOR	25											
CHIEF FIELD SUPERVISOR	26											
EQUESTRIAN PROGRAM SUPERVISOR	25											
PROCUREMENT AGENT	25											
SENIOR CERTIFIED BUILDING AND SITE INSPECTOR	25											
SENIOR CERTIFIED PLAN EXAMINER	25											
SENIOR CERTIFIED PLUMBING AND MECHANICAL PLAN EXAMINER	25											
<u>SENIOR CERTIFIED PROPERTY MAINTENANCE AND HOUSING INSPECTOR</u>	<u>25</u>											
<u>SENIOR STAFF ENGINEER</u>	<u>25</u>											
SUPERINTENDENT OF WASTEWATER TREATMENT	25											
<u>CHIEF FIELD SUPERVISOR</u>	<u>26</u>	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066	86,167	90,477	95,001
CIVIL ENGINEER I	26											
DRAFTING AND DESIGN SUPERVISOR	26											
ENVIRONMENTAL PROGRAM MANAGER I	26											
GEOGRAPHIC INFORMATION SYSTEMS ANALYST	26											
PAYROLL ASSISTANT II	26											
PROGRAMMER ANALYST	26											
ARCHITECT	28	64,298	67,515	70,890	74,437	78,157	82,066	86,167	90,477	95,000	99,750	104,737
CIVIL ENGINEER II	28											
ENVIRONMENTAL PROGRAM MANAGER II	28											
SENIOR PROCUREMENT AGENT	28											
SEWER MANAGEMENT ENGINEER	28											
SENIOR APPLICATION ENGINEER	28											
CHIEF OF FACILITY MAINTENANCE	30	70,890	74,437	78,157	82,066	86,167	90,477	95,000	99,750	104,739	109,977	115,477
CHIEF OF PROJECT MANAGEMENT	30											
CIVIL ENGINEER III	30											
ENVIRONMENTAL PROGRAM MANAGER III	30											
PUBLIC WORKS PROJECT ADMINISTRATOR	30											
CHIEF OF DRAINAGE OPERATIONS	32	78,157	82,066	86,167	90,477	95,000	99,750	104,739	109,977	115,477	121,249	127,311
CHIEF OF SITE MANAGEMENT	32											

*Effective: 07/01/2025 (Ordinance 24-089)
Revised: 12/19/2024 (Ordinance 24-177)
Revised: xx/xx/2024 (Ordinance 24-179)
Revised: xx/xx/2024 (Ordinance 25-xxx)*

Includes changes approved at 11/7/2024 HRAB meeting; approved by Council 1/14/2025; pending signature.

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CLERK	12	30,193	31,702	33,288	34,951	36,696	38,533	40,459	42,481	44,606	46,837	49,180
SURVEYOR ASSISTANT	12											
ADMINISTRATIVE SERVICES TECHNICIAN	14	33,288	34,951	36,696	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,219
AUTOMOTIVE PARTS CLERK	14											
CLERK TYPIST	14											
COMPUTER OPERATOR I	14											
JUNIOR ADMINISTRATIVE AIDE	14											
KEY OPERATOR	14											
MICROFILM TECHNICIAN	14											
PUBLIC SAFETY AIDE	14											
ACCOUNT CLERK I	15	34,951	36,696	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,932
CUSTOMER SERVICES COORDINATOR	15											
DRAFTING TECHNICIAN I	15											
INTERLIBRARY LOAN ASSISTANT	15											
LIBRARY ASSISTANT	15											
COMPUTER OPERATOR II	16	36,696	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,778
SURVEY INSTRUMENT OPERATOR	16											
ACCOUNT CLERK II	17	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,769
COURT CLERK	17											
DEPUTY I	17											
PRINCIPAL LIBRARY ASSISTANT	17											
SECRETARY	17											
STOREKEEPER	17											
PUBLIC WORKS DATA TECHNICIAN	17											
DISPATCHER	18	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905
GRAPHIC ARTS DESIGNER	18											
MAINTENANCE PROGRAM TECHNICIAN	18											
RADIO COMMUNICATOR	18											
SANITARY MAINTENANCE TECHNICIAN	18											
TREASURY CUSTOMER SERVICE REPRESENTATIVE	18											
ACCOUNT CLERK III	19	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,202
ADMINISTRATIVE AIDE	19											
ASSESSMENT TECHNICIAN	19											
ASSESSOR I	19											
BUDGET OFFICE ASSISTANT	19											
LIBRARY SPECIALIST	19											
PARTY CHIEF	19											
CERTIFIED ASSESSOR I	20	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662
COMMUNITY DEVELOPMENT HOUSING INSPECTOR	20											
CUSTOMER INFORMATION & ASSISTANCE SPECIALIST	20											
CUSTOMER SERVICE AND INFORMATION TECHNICIAN	20											
DELINQUENT ACCOUNT COLLECTOR	20											
DEPUTY II	20											
DRAFTING TECHNICIAN II	20											
GRAPHIC ARTS DESIGNER II	20											
HOUSING PROGRAM ASSISTANT	20											
MAINTENANCE OFFICE ADMINISTRATOR	20											
PAYROLL ASSISTANT I	20											
PERMIT PROCESS TECHNICIAN	20											
PUBLIC WORKS INSPECTOR	20											
SANITARY SEWER INFORMATION SPECIALIST	20											
SENIOR OFFICE ASSISTANT	20											
SENIOR SANITARY MAINTENANCE TECHNICIAN	20											
VICTIM'S ASSISTANCE OFFICER	20											
ASSISTANT PROCUREMENT AGENT	21	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,295
BUILDING AND SITE INSPECTOR	21											
CERTIFIED PERMIT PROCESS TECHNICIAN	21											
CODE ENFORCEMENT OFFICER	21											
CONSTRUCTION INSPECTOR	21											
DRAFTING TECHNICIAN III	21											
ENVIRONMENTAL ANALYST	21											
PLAN EXAMINER	21											
PLUMBING AND MECHANICAL CODE SUPERVISOR	21											
PLUMBING AND MECHANICAL PLAN EXAMINER	21											
RIGHT-OF-WAY AGENT	21											
SENIOR CUSTOMER SERVICES & INFORMATION TECHNICIAN	21											
SENIOR PERMIT PROCESS TECHNICIAN	21											

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ACCOUNTANT I	22	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,113
ASSESSOR II	22											
GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN	22											
HOUSING REHABILITATION SPECIALIST I	22											
OPERATIONS SPECIALIST	22											
ACCOUNTING OPERATIONS ASSISTANT	23	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118
CENTRAL RECEIVING SUPERVISOR	23											
CENTRAL SERVICES TECHNICIAN	23											
CERTIFIED ASSESSOR II	23											
CERTIFIED BUILDING AND SITE INSPECTOR	23											
CERTIFIED PLAN EXAMINER	23											
CERTIFIED PLUMBING & MECHANICAL PLAN EXAMINER	23											
CERTIFIED PROPERTY MAINTENANCE & HOUSING INSPECTOR	23											
COMPLAINTS SPECIALIST	23											
CONSTRUCTION INSPECTION SUPERVISOR	23											
EQUESTRIAN PROGRAM COORDINATOR	23											
HOUSING REHABILITATION SPECIALIST II	23											
SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	23											
SURVEY PARTIES SUPERVISOR	23											
TREASURY ASSOCIATE	23											
CHIEF RIGHT-OF-WAY AGENT	24	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118	88,323
CUSTOMER SERVICES SPECIALIST	24											
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST	24											
PUBLIC WORKS CONTRACTS OFFICER	24											
SCHOOL CROSSING GUARD SUPERVISOR	24											
SITE INSPECTIONS SUPERVISOR	24											
STAFF ENGINEER	24											
ACCOUNTANT II	25	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118	88,321	92,738
CHIEF CONSTRUCTION INSPECTOR	25											
CHIEF FIELD SUPERVISOR	26											
EQUESTRIAN PROGRAM SUPERVISOR	25											
PROCUREMENT AGENT	25											
SENIOR CERTIFIED BUILDING AND SITE INSPECTOR	25											
SENIOR CERTIFIED PLAN EXAMINER	25											
SENIOR CERTIFIED PLUMBING AND MECHANICAL PLAN EXAMINER	25											
<u>SENIOR CERTIFIED PROPERTY MAINTENANCE AND HOUSING INSPECTOR</u>	<u>25</u>											
<u>SENIOR STAFF ENGINEER</u>	<u>25</u>											
SUPERINTENDENT OF WASTEWATER TREATMENT	25											
<u>CHIEF FIELD SUPERVISOR</u>	<u>26</u>	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118	88,321	92,739	97,376
CIVIL ENGINEER I	26											
DRAFTING AND DESIGN SUPERVISOR	26											
ENVIRONMENTAL PROGRAM MANAGER I	26											
GEOGRAPHIC INFORMATION SYSTEMS ANALYST	26											
PAYROLL ASSISTANT II	26											
PROGRAMMER ANALYST	26											
ARCHITECT	28	65,905	69,203	72,662	76,298	80,111	84,118	88,321	92,739	97,375	102,244	107,355
CIVIL ENGINEER II	28											
ENVIRONMENTAL PROGRAM MANAGER II	28											
SENIOR PROCUREMENT AGENT	28											
SEWER MANAGEMENT ENGINEER	28											
SENIOR APPLICATION ENGINEER	28											
CHIEF OF FACILITY MAINTENANCE	30	72,662	76,298	80,111	84,118	88,321	92,739	97,375	102,244	107,357	112,726	118,364
CHIEF OF PROJECT MANAGEMENT	30											
CIVIL ENGINEER III	30											
ENVIRONMENTAL PROGRAM MANAGER III	30											
PUBLIC WORKS PROJECT ADMINISTRATOR	30											
CHIEF OF DRAINAGE OPERATIONS	32	80,111	84,118	88,321	92,739	97,375	102,244	107,357	112,726	118,364	124,280	130,494
CHIEF OF SITE MANAGEMENT	32											

Effective: 07/01/2026 (Ordinance 24-089)

Revised: 12/19/2024 (Ordinance 24-177)

Revised: xx/xx/2024 (Ordinance 24-179)

Revised: xx/xx/2024 (Ordinance 25-xxx)

Includes changes approved at 11/7/2024 HRAB meeting; approved by Council 1/14/2025; pending signature.

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	11
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	56,894
INSURANCE CLAIMS ASSISTANT	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897	59,742
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	62,731
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	69,160
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	76,248
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	80,059
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	84,065
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	88,269
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	92,682
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	97,316
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER FISCAL AND POLICY ANALYST LAND USE SERVICES ADMINISTRATOR <u>LAND USE SERVICES ADMINISTRATOR, EMPLOYEE ENGAGEMENT AND HIRING SUPPORT</u> 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	102,182
PAYROLL SUPERVISOR	29	65,869	69,162	72,620	76,251	80,064	84,067	88,270	92,684	97,318	102,184	107,293
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR SENIOR FISCAL AND POLICY ANALYST TRANSPORTATION PLANNER	30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292	112,657
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	118,293
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	124,206

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	11
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	136,935
ASSISTANT LAND USE MANAGER												
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	143,784
HUMAN RESOURCES MANAGER												
DEPUTY CHIEF FINANCIAL OFFICER	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781	150,970
FIRST ASSISTANT COUNTY ATTORNEY												
PUBLIC WORKS SENIOR MANAGER												
DEPUTY CHIEF OF TECHNOLOGY												

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

ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	32	81,115	84,927	88,931	93,135	97,547	102,182	107,048	112,157	117,521	123,155	129,312
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	155,604
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	174,171

Effective: 07/01/2024 (Ordinance 23-063)

Revised: 07/01/2024 (Ordinance 23-086)

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

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

Revised: 07/07/2023 (Ordinance 24-013)

Revised: 10/8/2024 (Ordinance 24-148 and Ordinance 24-149)

Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11 (Incumbents in Step 10 on 6/30/24, move to Step 11 upon reaching anniversary date following 7/1/24)

Revised: 11/19/2024 (Ordinance 24-160)

Revised: xx/xx/2025 (Ordinance 25-xxx)

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	11
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	58,317
INSURANCE CLAIMS ASSISTANT	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320	61,236
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	64,300
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	70,889
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	78,155
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	82,061
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	86,167
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	90,476
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	95,000
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	99,749
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER FISCAL AND POLICY ANALYST LAND USE SERVICES ADMINISTRATOR <u>LAND USE SERVICES ADMINISTRATOR, EMPLOYEE ENGAGEMENT AND HIRING SUPPORT</u> 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	104,737
PAYROLL SUPERVISOR	29	67,516	70,892	74,436	78,158	82,066	86,169	90,477	95,002	99,751	104,739	109,976
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR SENIOR FISCAL AND POLICY ANALYST TRANSPORTATION PLANNER	30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975	115,474
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	121,251
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	127,312

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	11
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	140,359
ASSISTANT LAND USE MANAGER												
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	147,379
HUMAN RESOURCES MANAGER												
DEPUTY CHIEF FINANCIAL OFFICER	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376	154,745
FIRST ASSISTANT COUNTY ATTORNEY												
PUBLIC WORKS SENIOR MANAGER												
DEPUTY CHIEF OF TECHNOLOGY												
NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES												
ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	32	83,144	87,050	91,155	95,463	99,986	104,738	109,725	114,962	120,459	126,234	132,546
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	159,495
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	178,526

*Effective: 07/01/2025 (Ordinance 23-063)**Revised: 07/01/2025 (Ordinance 23-086)**Revised: 08/29/2023 (Ordinance 23-097)**Revised: 08/01/2023 (Ordinance 23-126)**Revised: 07/07/2022 (Ordinance 24-013)**Revised: 10/8/2024 (Ordinance 24-148 and Ordinance 24-149)**Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11**Revised: 11/19/2024 (Ordinance 24-160)**Revised: xx/xx/2025 (Ordinance 25-xxx)*

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	11
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	59,775
INSURANCE CLAIMS ASSISTANT	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778	62,767
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	65,908
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	72,662
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	80,109
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	84,113
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	88,322
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	92,738
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	97,375
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	102,243
ENVIRONMENTAL ADMINISTRATOR FACILITIES PROJECT MANAGER FISCAL AND POLICY ANALYST LAND USE SERVICES ADMINISTRATOR <u>LAND USE SERVICES ADMINISTRATOR, EMPLOYEE ENGAGEMENT AND HIRING SUPPORT</u> 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	107,356
PAYROLL SUPERVISOR	29	69,204	72,665	76,297	80,112	84,118	88,324	92,739	97,378	102,245	107,358	112,726
COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION AND BENEFITS ADMINISTRATOR SENIOR FISCAL AND POLICY ANALYST TRANSPORTATION PLANNER	30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725	118,361
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	124,283
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	130,495

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	11
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER 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	34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,868
FINANCE LEGAL OFFICER HUMAN RESOURCES MANAGER	35	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495	137,019	143,871	151,064
DEPUTY CHIEF FINANCIAL OFFICER FIRST ASSISTANT COUNTY ATTORNEY PUBLIC WORKS SENIOR MANAGER DEPUTY CHIEF OF TECHNOLOGY	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061	158,614
NON-UNION CLASSIFIED SERVICE EMPLOYEES OF EMERGENCY COMMUNICATIONS AND EMERGENCY MEDICAL SERVICES												
ASSISTANT CHIEF OF EMERG. COMMUNICATIONS	32	85,223	89,226	93,434	97,850	102,486	107,356	112,469	117,836	123,471	129,391	135,860
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	163,483
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	182,990

*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 24-013)**Revised: 10/8/2024 (Ordinance 24-148 and Ordinance 24-149)**Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11**Revised: 11/19/2024 (Ordinance 24-160)**Revised: xx/xx/2025 (Ordinance 25-xxx)*

RESOLUTION NO. 25-037

**CELEBRATING THE CENTENNIAL BIRTHDAY
OF DOROTHY BAKER**

1 **WHEREAS**, “Sometimes, your joy is the source of your smile, but other times, your smile can
2 be the source of your joy.” On February 19, 1925, in Plaquemines Parish, Louisiana, on the banks of
3 the Mississippi River surrounded by numerous persimmon trees, Abraham and Mary Baker welcomed
4 their daughter, whom they lovingly named Dorothy. She would be one of nine siblings, and
5

6 **WHEREAS**, “The secret to a rich life is to have more beginnings than endings.” In October
7 1946, at the age of 21, Dorothy began the next chapter of her adult life by relocating to Wilmington,
8 Delaware. She married her late husband, Earnest Baker, and together, they became the proud
9 parents of Elaine and Earnest Jr. Dorothy is also blessed with six grandchildren, seven great-
10 grandchildren, and ten great-great-grandchildren.
11

12 **WHEREAS**, growing up in Plaquemines Parish during a political climate that allowed elected
13 officials to strictly enforce segregation and intimidate voters, it is no coincidence that Dorothy and
14 Earnest opened their home as a polling site for residents in the 1960s. Dorothy's civic pride has not
15 wavered in 78 years. She has voted in every presidential election and, at the age of 99, proudly cast
16 her vote in person for the Democratic 2024 presidential candidate, Vice President Kamala Harris; and
17

18 **WHEREAS**, Dorothy has always been a blessing to everyone fortunate enough to cross her
19 path, whether at Christiana Care Wilmington Hospital, where she worked in the dietary department, or
20 at home, where she could easily be considered the first Airbnb. She was always willing to provide
21 family members and friends with a temporary place to stay until they could move into their own
22 homes. Although known for her quiet demeanor, Dorothy offers firm and wise guidance; and
23

24 **WHEREAS**, we honor and celebrate Dorothy for reaching the remarkable milestone of
25 becoming a centenarian, a significant achievement that many of us may never experience. We
26 acknowledge your accomplishments, pay tribute to your legacy, and appreciate your presence in our
27 lives.
28

29 **NOW, THEREFORE, BE IT RESOLVED:** by and for the Council of New Castle County that the
30 County Council join with the family and friends of Mrs. Dorothy Baker to celebrate her 100th birthday.
31 Dorothy, may you live as long as you want and never want as long as you live. **HAPPY BIRTHDAY!**

Adopted by County Council of
New Castle County on: 2/11/2025

Monique Williams-Johns
President of County Council
of New Castle County

SYNOPSIS: Same as title.

FISCAL NOTE: There is no discernible fiscal impact with the adoption of this resolution.