



NEW CASTLE COUNTY COUNCIL EXECUTIVE COMMITTEE MEETING

Co-Chair: Monique Williams-Johns, Council President
Co-Chair: Penrose Hollins, Fourth District

February 24, 2026
3:00 PM

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

AGENDA

- A. Meeting Call to Order
- B. Approval of Minutes - 2/3/26 Executive Committee
- C. Review/Discussion of Resolution(s)
- D. Review/Discussion of Ordinance(s)

°26-009: AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES AND ADOPT THE CLASS SPECIFICATION OF COUNTY ASSESSOR FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE
Prime Sponsor(s): Ms. Williams-Johns

°26-022: AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES AND CLASSIFIED SERVICE 40-HOUR WORKWEEK EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607, ELIMINATE THE CLASS SPECIFICATION OF OPERATIONS SERVICES MANAGER AND ADOPT THE CLASS SPECIFICATION OF CHIEF OF SEWER MAINTENANCE FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF SEWER OPERATIONS ADMINISTRATION
(This ordinance will be voted on at the 3/10/26 Council Meeting)
Prime Sponsor(s): Ms. Williams-Johns

- E. Other
- F. Public Comment

G. Adjournment**AGENDA POSTED: 2/17/26**

*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.

Prime Sponsor(s): Ms. Williams-Johns
Requested by: Administration/HR
Date of introduction: February 3, 2026

ORDINANCE NO. 26-009

**AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED
SERVICE EMPLOYEES AND ADOPT THE CLASS SPECIFICATION OF COUNTY
ASSESSOR FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE**

1 **WHEREAS**, the Department of Administration, Office of Finance has determined
2 that it is necessary to make organizational changes to operate most effectively; and
3

4 **WHEREAS**, New Castle County (the "County") completed its first reassessment in
5 over forty (40) years, and
6

7 **WHEREAS**, HB62, signed by the Governor in August of 2023, now requires that the
8 County reassess the value of real property in the County at least once every five (5) years,
9 which has resulted in a significant operational impact on the Assessment Division; and
10

11 **WHEREAS**, to assist in the efficient operation of the County Assessment Division,
12 the Department submitted a new class specification for County Assessor at Pay Grade 34;
13 and
14

15 **WHEREAS**, the Human Resources Advisory Board at its meeting on January 8,
16 2026, recommended that the class specification for the new position title of County
17 Assessor (Pay Grade 34) be added to the Pay Plan and Rates of Pay for Non-Union
18 Classified Service Employees; and
19

20 **WHEREAS**, the Chief Human Resources Officer concurs with the recommendation
21 of the Human Resources Advisory Board.
22

23 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
24

25 Section 1. The Class Specification for County Assessor is adopted as set forth in
26 Exhibit "A."
27

28 Section 2. The Pay Plan and Rates of Pay for Non-Union Classified Service
29 Employees, effective July 1, 2025 through June 30, 2026, is hereby amended by adding
30 the material that is underscored as set forth in Exhibit "B."
31

32 Section 5. The Pay Plan and Rates of Pay for Non-Union Classified Service
33 Employees, effective July 1, 2026, is hereby amended by adding the material that is
34 underscored as set forth in Exhibit "C."
35

36 Section 11. This Ordinance shall become effective immediately upon its adoption by
37 County Council and approval by the County Executive, or as otherwise provided in 9 Del.
38 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, adds the position title of County Assessor (Pay Grade 34) to the Pay Plan and Rate of Pay for Non-Union Classified Service Employees and adopts the class specification of County Assessor, as recommended by the Human Resources Advisory Board.

FISCAL IMPACT: This Ordinance, if approved, adds the position title of County Assessor (Pay Grade 34) to the Pay Plan and Rate of Pay for Non-Union Classified Service Employees and adopts the class specification of County Assessor, as recommended by the Human Resources Advisory Board.

There will be no discernible fiscal impact upon the adoption of this Ordinance.

Acknowledged by the Chief Financial Officer January 12, 2026.

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

GENERAL STATEMENT OF DUTIES: Plans, directs, and manages New Castle County's Assessment Division and all related functions; oversees the CAMA system and all other systems used by the Division; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class plans, directs, and manages the comprehensive activities of the County-wide property assessment process and all related functions, including all aspects of the County-wide reassessment process that must occur every five years. This employee is responsible for the formulation, coordination, and evaluation of property appraisal systems used by New Castle County and has wide latitude for the overall development, implementation, and functioning of the appraisal process and related data compilation and maintenance. Responsibilities include implementing statutory and code provisions and ensuring compliance with such provisions. Responsibilities also include working with other policy makers, government officials, agencies, professionals, and the public and promoting an ongoing attitude of dedication to excellent public service to ensure that internal and external customers are provided with the highest quality of service. The employee directs and coordinates the activities of professional, technical and support staff and works under the general direction of the Chief Financial Officer.

EXAMPLES OF WORK: (Illustrative only)

- Plans, directs, and manages real property assessment and related activities for New Castle County;
- Implements laws, regulations, and code provisions relating to the assessment of real property;
- Develops policies and procedures consistent with generally accepted assessment standards;
- Plans, directs, and manages the development and maintenance of property assessment records and files;
- Plans, develops, coordinates, and maintains the County's CAMA system and all other assessment-related systems;
- Works with staff in developing methods for dealing with complex issues and in responding to problems and requests received;
- Administers the defense of assessments in the appeals process;
- Oversees the development and maintenance of statistical files for sales histories and ratios;
- Develops specifications for periodic County-wide property reassessment;

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

- Oversees and manages the selected vendor and the budget for periodic County-wide property reassessment projects;
- Coordinates assessment activities with other departments as needed;
- Develops and directs implementation of quality control procedures;
- Oversees and manages the preparation and administration of the operating budget;
- Provides effective training programs for subordinates;
- Attends and presents information at public meetings;
- 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: Comprehensive knowledge of modern principles, practices, and standards of real property assessment; thorough knowledge and understanding of laws and regulations applicable to real property assessment and related activities; thorough knowledge of CAMA systems; ability to manage and supervise a diverse staff engaged in a variety of functions; ability to communicate courteously and effectively, both verbally and in writing; ability to establish and maintain effective working relationships with government officials, legal representatives, professional associates, agencies, other employees, subordinates, and the public and to promote an ongoing attitude of dedication to excellent customer service; ability to analyze complex data and draw conclusions; ability to make effective presentations before groups.

ACCEPTABLE EXPERIENCE AND TRAINING: Comprehensive knowledge of modern principles, practices, and standards of real property assessment; thorough knowledge and understanding of laws and regulations applicable to real property assessment and related activities; thorough knowledge of CAMA systems; ability to manage and supervise a diverse staff engaged in a variety of functions; ability to communicate courteously and effectively, both verbally and in writing; ability to establish and maintain effective working relationships with government officials, legal representatives, professional associates, agencies, other employees, subordinates, and the public and to promote an ongoing attitude of dedication to excellent customer service; ability to analyze complex data and draw conclusions; ability to make effective presentations before groups.

HISTORY OF REVISIONS:
Established: DRAFT

26-009

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 LAND USE SERVICES ADMINISTRATOR, EMPLOYEE ENGAGEMENT AND HIRING SUPPORT 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
BENEFITS ADMINISTRATOR COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION 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

26-009

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
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
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER CHIEF OF SPECIAL PROJECTS COMMUNITY SERVICES MANAGER CONSTRUCTION SUPPORT DIVISION MANAGER <u>COUNTY ASSESSOR</u> 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	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,359
FINANCE LEGAL OFFICER HUMAN RESOURCES MANAGER	35	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312	133,677	140,361	147,379
DEPUTY CHIEF FINANCIAL OFFICER FIRST ASSISTANT COUNTY ATTORNEY PUBLIC WORKS SENIOR MANAGER DEPUTY CHIEF OF TECHNOLOGY	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376	154,745

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: 02/24/2025 (Ordinance 25-016)**Revised: 04/11/2025 (Ordinance 25-031)**Revised: 11/25/2025 (Ordinance 25-144)**Revised: xx/xx/xxxx (Ordinance xx-xxx) - County Assessor*

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 LAND USE SERVICES ADMINISTRATOR, EMPLOYEE ENGAGEMENT AND HIRING SUPPORT 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
BENEFITS ADMINISTRATOR COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION 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

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
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
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER CHIEF OF SPECIAL PROJECTS COMMUNITY SERVICES MANAGER CONSTRUCTION SUPPORT DIVISION MANAGER COUNTY ASSESSOR 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: 02/24/2025 (Ordinance 25-016)**Revised: 04/11/2025 (Ordinance 25-031)**Revised: 11/25/2025 (Ordinance 25-144)**Revised: xx/xx/xxxx (Ordinance xx-xxx) - County Assessor*

ORDINANCE NO. 26-022

**AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED
SERVICE EMPLOYEES AND CLASSIFIED SERVICE 40-HOUR WORKWEEK
EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL
81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607, ELIMINATE THE CLASS
SPECIFICATION OF OPERATIONS SERVICES MANAGER AND ADOPT THE CLASS
SPECIFICATION OF CHIEF OF SEWER MAINTENANCE FOR THE DEPARTMENT OF
PUBLIC WORKS, DIVISION OF SEWER OPERATIONS ADMINISTRATION**

1 **WHEREAS**, the Department of Public Works, Division of Sewer Operations
2 Administration (the "Department") has determined that it is necessary to make
3 organizational changes to operate most effectively; and
4

5 **WHEREAS**, the Department decided to eliminate the class specification of
6 Operations Services Manager (Pay Grade 30) from County usage; and
7

8 **WHEREAS**, the Department submitted a new class specification for Chief of Sewer
9 Maintenance (Pay Grade 30); and
10

11 **WHEREAS**, the Human Resources Advisory Board, at its meeting on February 5,
12 2026, recommended that the class specification for the new position title of Chief of Sewer
13 Maintenance (Pay Grade 30) be added to the Pay Plan and Rates of Pay for Union 1607
14 40-Hour Workweek Employees; and
15

16 **WHEREAS**, the Chief Human Resources Officer concurs with the recommendation
17 of the Human Resources Advisory Board.
18

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

21 Section 1. The Class Specification for Operations Services Manager as set forth in
22 Exhibit "A" is eliminated.
23

24 Section 2. The Class Specification for Chief of Sewer Maintenance as set forth in
25 Exhibit "B" is adopted.
26

27 Section 3. The Pay Plan and Rates of Pay for Classified Service 40-Hour Workweek
28 Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-
29 CIO, Affiliate Local 1607, effective July 1, 2025 through June 30, 2026, is hereby amended
30 by adding the material that is underscored as set forth in Exhibit "C."
31

32 Section 4. The Pay Plan and Rates of Pay for Classified Service 40-Hour Workweek
33 Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-
34 CIO, Affiliate Local 1607, effective July 1, 2026, is hereby amended by adding the material
35 that is underscored as set forth in Exhibit "D."

36 Section 5. The Pay Plan and Rates of Pay for Non-Union Classified Service
37 Employees, effective July 1, 2025 through June 30, 2026, is hereby amended by removing
38 the material that is stricken as set forth in Exhibit "E".
39

40 Section 6. The Pay Plan and Rates of Pay for Non-Union Classified Service
41 Employees, effective July 1, 2026, is hereby amended by removing the material that is
42 stricken as set forth in Exhibit "F".
43

44 Section 7. This Ordinance shall become effective immediately upon its adoption by
45 County Council and approval by the County Executive, or as otherwise provided in 9 Del.
46 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, eliminates the class specification of Operations Services Manager (Pay Grade 30) from County usage and removes it from the Pay Plan and Rates of Pay for Non-Union Classified Service Employees. This Ordinance also adopts the class specification of Chief of Sewer Maintenance (Pay Grade 30) and adds the position title to the Pay Plan and Rates of Pay for Classified Service 40-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607, as recommended by the Human Resources Advisory Board at their meeting on February 5, 2026. The Chief Human Resources Officer concurs with the recommendation.

FISCAL IMPACT: This Ordinance, if approved, eliminates the class specification Operations Services Manager (Pay Grade 30) from County usage and removes it from the Pay Plan and Rates of Pay for Non-Union Classified Service Employees. This Ordinance also adopts the class specification of Chief of Sewer Maintenance (Pay Grade 30) and adds the position title to the Pay Plan and Rates of Pay for Classified Service 40-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607.

There will be no discernible fiscal impact upon the adoption of this Ordinance.

Acknowledged by the Chief Financial Officer February 11, 2026.

EXHIBIT A

NEW CASTLE COUNTY GOVERNMENT

Number 0675

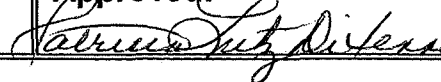
Page 1 of 2

CLASS SPECIFICATION

Date 05/01/03

Title: OPERATIONS SERVICES MANAGER

Approved:



GENERAL STATEMENT OF DUTIES: Manages and supervises the delivery of sanitary sewer services, including the operation and maintenance of the New Castle County sanitary sewer system, and coordinates the delivery of storm drainage services; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class applies technical and managerial knowledge and skills to the operation, maintenance, and rehabilitation of sanitary sewer facilities and the delivery of sanitary sewer and storm drainage services. Responsibilities include the direction and coordination of subordinate technical, supervisory, and support staff. This employee also performs administrative tasks in line with these responsibilities. Assignments are broad in scope and considerable independent judgement is required.

EXAMPLES OF WORK: (Illustrative only)

- Manages, assigns, schedules, and directs the activities of subordinates, technicians, survey personnel, inspectors, and support staff;
- Manages, plans, develops, and oversees the operations and maintenance of the New Castle County sanitary sewer system;
- Investigates and resolves complaints and service requests related to sanitary sewer services and storm drainage programs or projects;
- Prepares and administers the operating budget;
- Prepares capital budget and project cost estimates;
- Prepares specifications for materials, supplies, equipment, and contracted services;
- Reviews plans and specifications prepared by consultants;
- Authorizes work to be performed by New Castle County personnel and contract vendors, inspects work, and accepts work for final acceptance and payment;
- Coordinates sanitary sewer and storm drainage activities with the State of Delaware Department of Natural Resources and Environmental Control and the Department of Transportation;
- Responds to emergency calls involving the sanitary sewer system, including nights, weekends, and holidays;
- Attends, speaks at, and/or conducts various sanitary sewer and/or storm drainage service-related public meetings as the official representative of New Castle County;
- 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 data processing terminal, personal computer, and other related equipment in the course of the work.

NEW CASTLE COUNTY GOVERNMENT

Number 0675

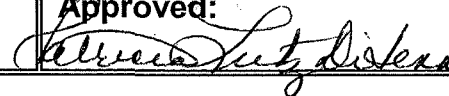
Page 2 of 2

CLASS SPECIFICATION

Date 05/01/03

Title: OPERATIONS SERVICES MANAGER

Approved:



REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of the principles and practices of operating, maintaining, and rehabilitating sanitary sewer and storm drainage systems; skill in the use of a personal computer including database, spreadsheet, and word processing software; ability to plan, layout, and direct work of subordinates; ability to plan projects and work schedules and prepare related estimates and specifications; ability to make comprehensive recommendations on complex situations; ability to establish and maintain effective working relationships with others; ability to communicate courteously and effectively, both verbally and in writing; ability to make effective presentations before groups; ability to pass a Class III County physical examination.

ACCEPTABLE EXPERIENCE AND TRAINING: At least five years professional experience specializing in the operation, maintenance, and rehabilitation of sanitary sewer, storm drainage, or public water supply systems and possession of a Bachelor's Degree from an accredited college or university with major course work in engineering or environmental science; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid Delaware Class D driver's license or its equivalent.

HISTORY OF REVISIONS:

Established: 09/18/98
Revised: 05/01/03

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 1 of 2**CLASS SPECIFICATION****Date** XX/XX/XXXX**Title:** CHIEF OF SEWER MAINTENANCE**Approved:**

GENERAL STATEMENT OF DUTIES: Manages and supervises the operation and maintenance of the New Castle County gravity wastewater system; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class applies technical and managerial knowledge and skills to lead the operation and maintenance of the New Castle County wastewater collector and gravity transmission systems and the delivery of wastewater services to customers. Responsibilities include the direction and coordination of subordinate technical, supervisory, and administrative personnel and contractors. This role also involves administrative duties aligned with operational oversight. Assignments are broad in scope and considerable independent judgement is required.

EXAMPLES OF WORK: (Illustrative only)

- Manages the assignment, scheduling and direction of field activities related to the gravity wastewater system;
- Investigates and resolves complaints and customer service requests related to wastewater services;
- Prepares and administers the operating budget, supports preparation of the capital budget;
- Prepares specifications for materials, supplies, equipment, vehicles, and contracted services;
- Reviews plans and specifications prepared by consultants;
- Authorizes work to be performed by New Castle County operation and maintenance personnel and contract vendors, inspects work, and accepts work for final acceptance and payment;
- Coordinates regulated activities with the State of Delaware Department of Natural Resources and Environmental Control and the Department of Transportation as required;
- Responds to emergency calls involving the wastewater system, including nights, weekends, and holidays;
- Represents the Department of Public Works at public meetings;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal stakeholders are provided with the highest quality level of service;
- Commitment to safety protocols and environmental stewardship

NEW CASTLE COUNTY GOVERNMENT**Number** XXXX**Page** 1 of 2**Date** XX/XX/XXXX**CLASS SPECIFICATION****Title:** CHIEF OF SEWER MAINTENANCE**Approved:**

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of the principles and practices of operating, maintaining, and rehabilitating gravity wastewater systems; proficient in computerized maintenance management systems, database and spreadsheet tools, Geographic Information Systems, project management systems, and other Microsoft Office Suite applications; ability to analyze performance metrics and generate reports for data driven decision-making; ability to plan, organize, and direct work of subordinates; ability to plan projects, work schedules, and prepare related cost estimates and specifications; Strong analytical skills to make sound recommendations in complex situations; knowledge of regulatory compliance standards; ability to establish and maintain collaborative and effective working relationships with internal teams, contractors, and the public; excellent communication skills, both verbal and written, including the ability to deliver clear and effective presentations; ability to pass a Class III County physical examination.

ACCEPTABLE EXPERIENCE AND TRAINING: At least five years professional experience specializing in the operation, maintenance, and rehabilitation of wastewater, potable water, or storm drainage systems and possession of a Bachelor's Degree from an accredited college or university with major course work in engineering or environmental science; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid Delaware Class D driver's license or its equivalent.

HISTORY OF REVISIONS:

Established:

Revised:

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 40-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
BUILDING MAINTENANCE SUPERVISOR	23	57,576	60,453	63,477	66,653	69,986	73,485	77,159	81,018	85,069	89,323	93,790
GARAGE SUPERVISOR	23											
MASTER MECHANIC	23											
PROPERTY MAINTENANCE TECHNICIAN	23											
 BUILDINGS SUPERVISOR	25	63,477	66,653	69,986	73,485	77,159	81,018	85,069	89,323	93,789	98,477	103,401
MASTER ELECTRONICS TECHNICIAN	25											
PARKS FORESTRY TECHNICIAN	25											
PROPERTY SUPERVISOR	25											
PUBLIC WORKS EQUIPMENT COORDINATOR	25											
 FACILITY MAINTENANCE SUPERVISOR	28	73,484	77,159	81,018	85,068	89,321	93,790	98,479	103,404	108,572	114,001	119,700
SUPERINTENDENT OF SEWER MAINTENANCE	28											
SUPERVISOR OF CONSTRUCTION SUPPORT	28											
 CHIEF OF FACILITY MAINTENANCE	30	80,832	84,875	89,120	93,575	98,253	103,169	108,327	113,744	119,429	125,401	131,670
<u>CHIEF OF SEWER MAINTENANCE</u>												

Effective: 07/01/2025 (Ordinance 24-089)

Revised: 11/25/2025 (Ordinance 25-138)

Revised: xx/xx/xxxx (Ordinance xx-xxx) - CHIEF OF SEWER MAINTENANCE

**PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 40-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
BUILDING MAINTENANCE SUPERVISOR	23	59,015	61,964	65,064	68,319	71,736	75,322	79,088	83,043	87,196	91,556	96,135
GARAGE SUPERVISOR	23											
MASTER MECHANIC	23											
PROPERTY MAINTENANCE TECHNICIAN	23											
 BUILDINGS SUPERVISOR	 25	 65,064	 68,319	 71,736	 75,322	 79,088	 83,043	 87,196	 91,556	 96,134	 100,939	 105,986
MASTER ELECTRONICS TECHNICIAN	25											
PARKS FORESTRY TECHNICIAN	25											
PROPERTY SUPERVISOR	25											
PUBLIC WORKS EQUIPMENT COORDINATOR	25											
 FACILITY MAINTENANCE SUPERVISOR	 28	 75,321	 79,088	 83,043	 87,195	 91,554	 96,135	 100,941	 105,989	 111,286	 116,851	 122,693
SUPERINTENDENT OF SEWER MAINTENANCE	28											
SUPERVISOR OF CONSTRUCTION SUPPORT	28											
 CHIEF OF FACILITY MAINTENANCE	 30	 82,853	 86,997	 91,347	 95,915	 100,709	 105,749	 111,035	 116,588	 122,415	 128,536	 134,962
<u>CHIEF OF SEWER MAINTENANCE</u>												

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

Revised: 11/25/2025 (Ordinance 25-138)

Revised: xx/xx/xxxx (Ordinance xx-xxx) - CHIEF OF SEWER MAINTENANCE

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 LAND USE SERVICES ADMINISTRATOR, EMPLOYEE ENGAGEMENT AND HIRING SUPPORT 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
BENEFITS ADMINISTRATOR COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION 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

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
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
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER CHIEF OF SPECIAL PROJECTS COMMUNITY SERVICES MANAGER CONSTRUCTION SUPPORT DIVISION MANAGER COUNTY ASSESSOR 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	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,359
FINANCE LEGAL OFFICER HUMAN RESOURCES MANAGER	35	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312	133,677	140,361	147,379
DEPUTY CHIEF FINANCIAL OFFICER FIRST ASSISTANT COUNTY ATTORNEY PUBLIC WORKS SENIOR MANAGER DEPUTY CHIEF OF TECHNOLOGY	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376	154,745

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: 02/24/2025 (Ordinance 25-016)**Revised: 04/11/2025 (Ordinance 25-031)**Revised: 11/25/2025 (Ordinance 25-144)**Revised: xx/xx/xxxx (Ordinance 26-009) - County Assessor (Pending Council Approval)**Revised: xx/xx/xxxx (Ordinance xx-xxx) - Strike Operations Services Manager*

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 LAND USE SERVICES ADMINISTRATOR, EMPLOYEE ENGAGEMENT AND HIRING SUPPORT 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
BENEFITS ADMINISTRATOR COMMUNITY SERVICES ADMINISTRATOR EMPLOYEE RELATIONS SPECIALIST HUMAN RESOURCES ADMINISTRATOR LAND USE ADMINISTRATOR OPERATIONS SERVICES MANAGER PARKS DEVELOPMENT PLANNER PENSION 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

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
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
ACCOUNTING AND FISCAL MANAGER ASSISTANT LAND USE MANAGER CHIEF OF SPECIAL PROJECTS COMMUNITY SERVICES MANAGER CONSTRUCTION SUPPORT DIVISION MANAGER COUNTY ASSESSOR 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: 02/24/2025 (Ordinance 25-016)**Revised: 04/11/2025 (Ordinance 25-031)**Revised: 11/25/2025 (Ordinance 25-144)**Revised: xx/xx/xxxx (Ordinance 26-009) - County Assessor (Pending Council Approval)**Revised: xx/xx/xxxx (Ordinance xx-xxx) - Strike Operations Services Manager*