CITY COUNCIL
AGENDA
TUESDAY, MAY 17, 2016

Formal Session

4:00 PM - Council Chambers, City Hall, 11th Floor

Prayer

Prayer to be offered by Councilman Paul Riddick, followed by the Pledge of Allegiance.

Announcement Of Meeting

Documents: 05-17-16 ANNOUNCEMENT OF MEETING.PDF

Regular Agenda

R-1

Letter from the City Manager and an Ordinance entitled, "An Ordinance appropriating funds for **Operation of the City for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017**, appropriating U.S. Department of Housing and Urban Development (HUD) entitlement grants, authorizing short-term equipment financing, providing a supplement for certain eligible retirees, increasing the cigarette tax, establishing technology zones, providing for a business license incentive for qualified technology businesses and regulating the payment of money from the City Treasury," will be introduced in writing and read by its title.

Documents: R-1 FY 2017 OPERATING BUDGET.PDF

R-2

Letter from the City Manager and an Ordinance entitled, " An Ordinance approving the **Capital Improvement Plan Budget for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017**; appropriating $97,029,200 for certain projects approved therein; authorizing an issue of bonds in the amount of $71,116,607, of which $4,965,041 is the reappropriation of previously authorized but unissued bonds; and authorizing the expenditure of $25,912,593 in cash," will be introduced in writing and read by its title.

Documents: R-2 FY 2017 CAPITAL IMPROVEMENT PLAN BUDGET.PDF

R-3

Letter from the City Manager and an Ordinance entitled, "An Ordinance approving and adopting the **Fiscal Year 2017 Compensation Plan** for officers and

employees of the city, amending and re-ordaining the ***Norfolk City Code, 1979, as amended***, and approving criteria and procedures for pay supplements for certain Constitutional and State Officers and their employees," will be introduced in writing and read by its title.

Documents: R-3 FY 2017 COMPENSATION PLAN.PDF

CITY OF NORFOLK
OFFICE OF THE MAYOR

PAUL D. FRAIM
MAYOR

May 13, 2016

The Honorable Angelia Williams Graves
The Honorable Mamie B. Johnson
The Honorable Andrew A. Protogyrou
The Honorable Paul R. Riddick
The Honorable Thomas R. Smigiel, Jr.
The Honorable Theresa W. Whibley
The Honorable Barclay C. Winn

Ladies and Gentlemen:

Pursuant to Section 12 of the City Charter, I hereby call a meeting of the Council at 4:00 P.M., May 17, 2016, in the Council Chamber at City Hall for a Regular Meeting.

Thank you,

Paul D. Fraim
Mayor

cc: Mr. Marcus Jones, City Manager
Mr. Bernard A. Pishko, City Attorney
Mr. R. Breckenridge Daughtrey, City Clerk

810 Union Street • Suite 1001 • Norfolk, Virginia 23510 • (757) 664-4679 • (757) 441-2909 • paul.fraim@norfolk.gov

CITY OF NORFOLK
OFFICE OF THE MAYOR

Paul D. Fraim
Mayor

May 13, 2016

The following meetings will take place on Tuesday, May 17, 2016:

1. 4:00 P.M. Regular Council Meeting.

810 Union Street • Suite 1001 • Norfolk, Virginia 23510 • (757) 664-4679 • (757) 441-2909 • paul.fraim@norfolk.gov

NORFOLK, VIRGINIA

DOCKET FOR THE COUNCIL

TUESDAY, MAY 17, 2016 – 4:00 P.M.

Prayer to be offered by Councilman Paul Riddick, followed by the Pledge of Allegiance.

REGULAR AGENDA

R-1 Letter from the City Manager and an Ordinance entitled, "An Ordinance appropriating funds for **Operation of the City for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017,** appropriating U.S. Department of Housing and Urban Development (HUD) entitlement grants, authorizing short-term equipment financing, providing a supplement for certain eligible retirees, increasing the cigarette tax, establishing technology zones, providing for a business license incentive for qualified technology businesses and regulating the payment of money from the City Treasury," will be introduced in writing and read by its title.

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C: Dir., Office of Budget and Strategic Planning

City of NORFOLK

To the Honorable Council
City of Norfolk, Virginia

May 17, 2016

From: Sabrina Joy-Hogg, Deputy City Manager

Subject: FY 2017 Operating Budget Ordinance

Reviewed: Wynter Benda, Deputy City Manager

Ward/Superward: Citywide

Approved: Marcus D. Jones, City Manager

Item Number: **R-1**

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**

This agenda item includes an ordinance to approve and authorize the Fiscal Year (FY) 2017 operating financial plan for the city. The following table provides a breakdown of the operating plan by funds.

Fiscal Year 2017 Financial Plan	
Fund	**Budget**
General Fund	$835,042,352
Enterprise Funds	$138,036,398
Special Revenue Funds	$63,120,099
Internal Service Funds	$101,476,600
Total Operating Funds	**$1,137,675,449**
Annual Plan for Housing and Urban Development (HUD) Block Grants	$6,338,317
Total Financial Plan	**$1,144,013,766**

IV. **Analysis**

This ordinance distributes General Fund and other operating funds in accordance with the City Manager's Proposed Budget presented on April 12, 2016 and subsequent City Council amendments from the budget worksessions, which include the following:

City Manager's Proposed Budget:

1. Continues the implementation of the three-year Attraction, Retention, Motivation and Development (ARMD) Initiative to attract and retain qualified employees which:
   - Provides General and Constitutional employees with a two percent salary increase in January 2017.

810 Union Street #1101 ▪ Norfolk, Virginia 23510
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- Redesigns a competitive compensation plan for sworn Police and Fire-Rescue Employees.
- Provides a step increase for sworn Sheriff employees.
- Aligns the city's permanent employee living wage with the revised federal poverty level for a family of four.

2. Provides a one-time supplement of $380 to eligible retirees whose retirement income is below $30,000.

3. Increases the city's commitment to schools by dedicating an additional $1.5 million for the local share of the state salary increase and $1.0 million in operating support.

4. Increases the Cigarette Tax by $0.05 cents per pack of 20 cigarettes to support Economic Development Initiatives.

5. Creates a multi-disciplinary Office of Resilience to help prepare the city for climate change, create economic opportunity, and strengthen neighborhoods.

6. Targets federal Housing and Urban Development funds to support low income housing, revitalize neighborhoods, and improve public spaces.

7. Establishes a technology zone to encourage the growth of qualifying technology businesses by providing business license tax reduction for up to five calendar years.

8. Continues support of the FY 2017 Community Development Block Grant program (CDBG), HOME Investment Partnership program (HOME) and the Emergency Solutions Grant program (ESG):

FY 2017 Annual Plan for HUD Block Grants	
Program	**Budget**
CDBG	$5,073,948
HOME	$916,076
ESG	$348,293
Total	$6,338,317

City Council Amendments:

- The retiree supplement was changed to a $380 bonus for certain eligible retirees with an annual benefit below $30,000 to be supported by $600,000 from the General Fund.

- An additional $1.0 million was provided to Norfolk Public Schools (NPS) for operation support.

- NPS identified an additional $2.0 million in FY 2016 savings and $670,352 of additional Commonwealth support related to revised Average Daily Membership (ADM).

- $2.0 million of Public Amenities Fund will be used to support certain capital projects.

V. Financial Impact

The financial plan totals $1,144,013,766 from all sources and meets the Norfolk City Charter requirements for a balanced budget. See the above Analysis section for more detail.

VI. Environmental

The FY 2017 Budget supports the City Council priority of Environmental Sustainability.

VII. Community Outreach/Notification

Pursuant to the Code of Virginia and Norfolk City Charter, this agenda item requires a public hearing. As such, a public hearing notice was published in *The Virginian-Pilot* on April 20, 2016 and the public hearing was held on May 4, 2016.

VIII. Board/Commission Action

N/A

IX. Coordination/Outreach

This letter has been coordinated with the Office of Budget and Strategic Planning and the City Attorney's Office.

Supporting documentation from the Office of Budget and Strategic Planning:

- Ordinance

Form and Correctness Approved:

By _____
Office of the City Attorney

Contents Approved:

By _____
DEPT. Budget and Strategic Planning

NORFOLK, VIRGINIA

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

$86,338,317
$ 1,137,675,449

HUD Account
Various
Account

Director of Finance

5/12/16
Date

ORDINANCE No.

AN ORDINANCE APPROPRIATING FUNDS FOR OPERATION OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017, APPROPRIATING U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) ENTITLEMENT GRANTS, AUTHORIZING SHORT-TERM EQUIPMENT FINANCING, PROVIDING A SUPPLEMENT FOR CERTAIN ELIGIBLE RETIREES, INCREASING THE CIGARETTE TAX, ESTABLISHING TECHNOLOGY ZONES, PROVIDING FOR A BUSINESS LICENSE INCENTIVE FOR QUALIFIED TECHNOLOGY BUSINESSES AND REGULATING THE PAYMENT OF MONEY FROM THE CITY TREASURY.

- - -

WHEREAS, the City Manager submitted to the Council a proposed annual budget for the city for the fiscal year beginning July 1, 2016 and ending June 30, 2017, which has been amended by the Council, and it is necessary to make appropriations sufficient to fund said budget and to regulate the payment of money from the city treasury; now, therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the amounts shown herein aggregating Eight Hundred Thirty Five Million Forty Two Thousand Three Hundred Fifty Two Dollars ($835,042,352) for the General Fund, Eighty Four Million Three Hundred Fifty Five Thousand Thirty One Dollars ($84,355,031) for the Water Utility Fund, Thirty Million Eight Hundred Eight Thousand Two Hundred Ninety One Dollars

($30,808,291) for the Wastewater Utility Fund, Sixteen Million Five Hundred Twenty Eight Thousand Nine Hundred Sixty Six Dollars ($16,528,966) for the Storm Water Utility Fund, One Hundred One Million Four Hundred Seventy Six Thousand Six Hundred Dollars ($101,476,600) for the Internal Service Funds, Twenty Two Million Eight Hundred Seventy Three Thousand Seventy Six Dollars ($22,873,076) for the Parking Facilities Fund, Two Million Ninety Three Thousand Two Hundred Sixteen Dollars ($2,093,216) for the Cemetery Services Fund, Six Million One Hundred Eighty Eight Thousand Six Hundred Thirty Four Dollars ($6,188,634) for the Emergency Preparedness and Response Fund, Fifteen Thousand Dollars ($15,000) for the Golf Operations Fund, Twenty Two Million Six Hundred Seventy Five Thousand Six Hundred Seventy Nine Dollars ($22,675,679) for the Waste Management Fund, Eight Million Three Hundred Sixty Five Thousand Dollars ($8,365,000) for the Public Amenities Fund, Five Million Five Hundred Three Thousand Six Hundred Thirty Nine Dollars ($5,503,639) for the Tax Increment Financing Fund, One Million Seven Hundred Forty Nine Thousand Nine Hundred Sixty Five Dollars ($1,749,965) for the Towing and Recovery Operations Fund, or so much thereof as may be necessary, as set forth in the annual budget for the fiscal year July 1, 2016 - June 30, 2017, submitted by the City Manager and as amended by the Council and hereby adopted, are hereby appropriated, subject to the conditions hereinafter set forth in this ordinance, from the revenues of the city from all sources for the fiscal year July 1, 2016 - June 30, 2017, for the use of the several departments and funds established within the City Government, and for the purposes hereinafter set forth in said annual budget for the fiscal year July 1, 2016 - June 30, 2017 as follows:

Legislative	$4,934,613
Executive	$4,110,478
Department Of Law	$4,499,892
Constitutional Officers	$55,313,211
Judicial	$1,304,721
Elections	$895,986
Department of Communications and Technology	$13,660,136
Department Of Finance	$4,448,534

Department Of General Services	$24,399,559
Department Of Human Resources	$3,496,562
Department Of City Planning	$4,962,151
Department Of Neighborhood Development	$4,154,653
Department Of Economic Development	$2,032,161
Norfolk Public Libraries	$11,689,510
Department Of Cultural Facilities, Arts And Entertainment	$5,703,491
Virginia Zoological Park	$4,196,666
The National Maritime Center	$5,043,780
Department Of Recreation, Parks And Open Space	$17,379,157
Central and Outside Agency Appropriations	$60,474,116
Norfolk Community Services Board	$26,020,634
Office To End Homelessness	$286,951
Department Of Public Health	$3,468,419
Department Of Human Services	$47,155,952
Department Of Police	$68,500,916
Department Of Fire - Rescue	$42,592,138
Department Of Public Works	$26,702,280
Debt Service	$65,747,190
Norfolk Public Schools	$321,868,495
Total Appropriations General Fund - Operating Budget	$835,042,352

Water Utility Fund	$84,355,031
Wastewater Utility Fund	$30,808,291
Parking Facilities Fund	$22,873,076
Storm Water Utility Fund	$16,528,966
Internal Service Funds	$101,476,600
Cemetery Services Fund	$2,093,216
Emergency Preparedness And Response Fund	$6,188,634
Golf Operations Fund	$15,000
Waste Management Fund	$22,675,679
Public Amenities Fund	$8,365,000
Tax Increment Financing Fund	$5,503,639

Towing and Recovery Operations Fund	$1,749,965
Total Operating Funds	$1,137,675,449

Section 2:- That unless otherwise specified by Council, all taxes and fees heretofore levied shall continue from year to year.

Section 3:- That the salaries and wages set forth in detail in said annual budget, including for the City Manager, as amended, and for offices and positions which are not embraced within said compensation plan are hereby authorized.

The positions, except where the number thereof is not under the control of the Council, set forth in said annual budget, as amended, shall be the maximum number of positions authorized for the various departments, divisions, bureaus and funds of the city during the fiscal year July 1, 2016 - June 30, 2017 and the number may be changed during said fiscal year as authorized by the Council or City Manager.

Unless the city's compensation plan provides otherwise, changes in personnel occurring during said fiscal year in classifications embraced within the city's compensation plans shall be administered by the City Manager in accordance with the regulations for the administration of the plans.

In the event any personnel authorized in the preceding year's annual budget and appropriations are notified of release due to a reduction in force, reorganizations or workforce downsizing or the staffing and organization redesign effort, such positions are hereby authorized to continue in existence until such time as adopted procedures relating to reductions in force or work force downsizing, or the staffing and organizational redesign effort are completed and implemented in accordance with its terms and conditions. The City Manager is hereby authorized to continue all benefits and salaries throughout the period of employment from appropriated funds for the positions aforesaid, notwithstanding that said positions may or may not have been deleted in a department budget for the fiscal year July 1, 2016 - June 30, 2017.

The Council reserves the right to change at any time during said fiscal year the compensation, including pay supplements for constitutional officers, either before or after a change in basic salary is made by the State Compensation Board, and to abolish any office or position provided for in said annual budget, as amended, except such offices or positions as it may be prohibited by law from abolishing. The City Manager is authorized to make such rearrangements and reorganizations of positions and personnel services funds between the several departments, including funds named therein, as may best meet the uses and interests of the city.

No person shall acquire any vested interest in any supplement payable under this section beyond those actually paid.

Section 4:- That all payments from the appropriations provided for in this ordinance, including those from balances remaining on June 30, 2016, to the credit of appropriations for works, improvements or other objects which have not been completed or abandoned, except those works, improvements or other objects funded by Federal, State, or other organizational grants which are hereby encumbered, shall be made at such time as the City Manager may direct, unless otherwise specified by the Council. The City Manager is hereby authorized to apply for grants and awards during the fiscal year provided that adequate matching funds are in the budget.

Section 5:- That within several departments, funds and activities, there are hereby appropriated sufficient amounts to cover the operation of all Internal Service Funds, including the Healthcare and Fleet Management Funds. Charges for services assessed against said departments, funds and activities by the Internal Service Funds shall be accumulated in the appropriate internal service fund and expended to cover the operating costs of such funds as provided in the annual budget.

Any unexpended balances in the amounts appropriated for the Healthcare Fund at the close of business on June 30, 2016, shall not revert to the surplus of the Healthcare Fund, but shall be carried forward on the books of the Director of Finance and be available for expenditure in the succeeding year.

Section 6:- That the various amounts appropriated by this ordinance for the several groups, as set forth in the annual budget, as amended, are to be expended for the purposes designated by said groups, provided, however, that the City Manager or a designee may authorize the transfers between account groups within departments, funds or activities of the city and a record of such transfers shall be maintained by the Director of Finance.

The City Manager or designee is authorized to transfer from any department, fund or activity which has an excess of funds appropriated for its use of the balance of the fiscal year to any department, activity or fund all or any part of such excess, or to cause such transfers to be made, a record of all such transfers shall be maintained by the Director of Finance.

Any unexpended balances in the amounts appropriated for the Department of Public Works Street Construction and Maintenance Projects, Public Amenities Fund, Tourism Infrastructure Repair, Poverty Commission, Housing Trust Fund, and the Norfolk Consortium at the close of business on June 30, 2016 shall not revert to the surplus of the General Fund, but shall be carried forward on the books of the Director of Finance and be available for expenditure in the succeeding year.

There are hereby appropriated and authorized for expenditure the revenues from the fiscal year 2015 Five cent ($0.05) cigarette tax increase and the fiscal year 2017 Five cent ($0.05) cigarette tax increase for development initiatives. The City Manager is hereby authorized to expend and reserve for the purpose of business retention, feasibility analysis, and other economic development activities supported by the cigarette tax increases.

The City Manager shall provide to the City Council a mid-year budget update. Such mid-year budget update shall report the projected revenue and expenditure estimates for the entire fiscal year, receipt of unbudgeted revenues, and other major changes to the adopted budget.

There is hereby reserved in the General Fund Balance up to the amount of Forty Two Million Three Hundred Thirty Two Thousand Five Hundred Ninety One Dollars

($42,332,591) for the Unassigned General Fund Balance Reserve.

There is hereby reserved in the General Fund Balance the amount of Five Million Dollars ($5,000,000) for the Risk Management Reserve.

There is hereby reserved in the General Fund Balance the amount of Five Million Dollars ($5,000,000) for the Economic Downturn and Leveling Reserve.

There is hereby reserved in the General Fund Balance up to the amount of Five Million Three Hundred Sixty Seven Thousand Nine Hundred Sixty One Dollars ($5,367,961) in the revolving fund for strategic land acquisitions to be expended for future land acquisitions. The City Manager is authorized to accept future deposits made to the Land Acquisition Fund during the fiscal year. Such deposits are hereby appropriated and authorized to be expended for future land acquisitions. Any unobligated appropriation in the Land Acquisition/Revolving Fund at the close of the fiscal year ending on June 30, 2016, is hereby reserved for the Land Acquisition/Revolving Fund to be expended for future strategic land acquisitions.

There is hereby appropriated and authorized for expenditure the revenues from the flat tax of Two Dollars ($2.00) per room for each night of lodging at any hotel, if and when received, to: (1) Visit Norfolk (Norfolk Convention and Visitor Bureau) for visitor promotion and advertising for conventions and tourism; and (2) the Norfolk Consortium. Visit Norfolk shall be allocated fifty percent (50%) of the revenues collected each month from the flat tax of Two Dollars ($2.00) per room of each night of lodging at any hotel during the fiscal year and the remaining fifty percent (50%) of the revenues collected each month shall be allocated and are authorized for expenditure by the Norfolk Consortium.

There is hereby appropriated and authorized for expenditure for the Parking Facilities Fund up to Three Million Eight Hundred Ten Thousand Two Hundred Ninety One Dollars ($3,810,291) from the Parking Facilities Rate Stabilization Fund.

There is hereby authorized, in accordance with guidelines established by the City Manager, the execution

of warrants for the disbursement of any cash in banks credited to the City's Corporate Account to meet any properly authorized and approved payment chargeable to any account of the city.

Unless otherwise specified by any other provision of local, state or federal law, operating funds appropriated to Norfolk Public Schools that have not been expended or contractually obligated at the end of the fiscal year are deemed local dollars and shall revert to the city for re-appropriation by City Council.

There are hereby appropriated and authorized for expenditure the revenues from the fiscal year 2014 Two cent ($0.02) real estate tax increase for the School Construction, Technology and Infrastructure Program. The City Manager is hereby authorized to expend and reserve the School Construction, Technology and Infrastructure Program supported by the dedicated Two cent ($0.02) real estate tax increase to support the needs of Norfolk Public Schools. Any unexpended balances in the amounts appropriated shall not revert to the surplus of the General Fund, but solely be dedicated to the School Construction, Technology and Infrastructure Program and shall be carried forward on the books of the Director of Finance and appropriated and available for expenditure in the succeeding year.

Section 7:- That the FY 2017 Annual Plan, (Consolidated Plan Fiscal Years 2017-2021) for the Community Development Block Grant Program, HOME Investment Partnership Program and Emergency Solutions Grant Program, having been reviewed and found to be in the best interests of the city, is hereby approved.

Section 8:- That, if and when made available from the U.S. Department of Housing and Urban Development (HUD), the sum of up to Four Million One Hundred Thirty Five Thousand Nine Hundred Eighty Two Dollars ($4,135,982) is hereby appropriated and authorized for expenditure for the Community Development Block Grant Program (2016-2017) from the Community Development Block Grant and when such funds are realized as earnings from the Revolving Loan Fund.

Section 9:- That the sum of Nine Hundred Thirty Seven Thousand Nine Hundred and Sixty Six Dollars ($937,966) is hereby appropriated and authorized for

expenditure for the Community Development Block Grant Program (2016-2017) if and when such reprogrammed funds are made available from the remaining balances of certain identified Community Development Block Grant activities.

Section 10:- That, if and when made available from the U.S. Department of Housing and Urban Development (HUD), the sum of up to Nine Hundred Sixteen Thousand Seventy Six Dollars ($916,076) is hereby appropriated and authorized for expenditure for the HOME Investment Partnership Program (2016-2017) from the HOME Investment Partnership Program Grant.

Section 11:- That, if and when made available from the U.S. Department of Housing and Urban Development (HUD), the sum of up to Three Hundred Forty Eight Thousand Two Hundred Ninety Three Dollars ($348,293) is hereby appropriated and authorized for expenditure for the Emergency Solutions Program (2016-2017) from the Emergency Solutions Grant.

Section 12:- That the City Manager is designated as the certifying officer and authorized representative of the City of Norfolk and shall provide the assurance required by the provisions of the Housing and Community Development Act of 1974, as amended, and the regulations adopted pursuant to such Act.

Section 13:- That the City Manager is further authorized and directed to give to the U.S. Department of Housing and Urban Development (HUD) and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, documents and other materials which are related to the grant funds and is further authorized and directed to do all things necessary and proper to apply for, accept, receive and modify current and prior year grant funds to carry out the program.

Section 14:- That the Council hereby finds and determines that based on current conditions in the municipal bond market, it is in the city's best interest to issue short-term general obligation bonds or notes (the "Short-Term Equipment GOBs") to finance acquiring various items of personal property, including but not limited to computers, ambulances, fire trucks, refuse trucks and other vehicles (the "Equipment") appropriate and necessary for the efficient operation of the city.

"Short-term" means a term to maturity of ten (10) or fewer years. The cost of any new Equipment to be acquired through the issuance of Short-Term Equipment GOBs shall not exceed Six Million Dollars ($6,000,000).

No Short-Term Equipment GOBs may be issued before the Council provides authorization therefor following notice and a public hearing held under Virginia Code Section 15.2-2606 of the Public Finance Act of 1991.

That, if prior to issuing Short-Term Equipment GOBs to finance all or any portion of the Equipment, the City Manager, in consultation with the Director of Finance, determines that it is advisable to finance the acquisition in an alternative manner, the City Manager, without further approval of Council as to documentation or otherwise (unless otherwise required by law), is hereby authorized to execute and deliver on behalf of the city nongeneral obligation bonds, notes, term loan agreements, a master equipment lease agreement or other similar financing agreement (the "Alternative Short-Term Equipment Financing"), to execute and deliver such instruments, agreements, documents or certificates and to do and perform such things and acts, as the City Manager shall deem necessary or appropriate to carry out the transactions relating to the Alternative Short-Term Equipment Financing authorized by this ordinance, including to solicit and accept proposals to provide Alternative Short-Term Equipment Financing that the City Manager determines to be in the city's best interest and all of the foregoing, previously done or performed by such officers or agents of the city, are hereby in all respects approved, ratified and confirmed.

Should the City Manager determine that it is in the city's best interest to enter into Alternative Short-Term Equipment Financing, the Alternative Short-Term Equipment Financing shall bear interest at a rate not exceeding Six and a Half Percent (6.5%), shall have a final term to maturity not in excess of ten (10) years and shall not exceed Six Million Dollars ($6,000,000). The obligation of the city to make payments under any Alternative Short-Term Equipment Financing is subject to appropriation each year by the Council and nothing in this ordinance or the Alternative Short-Term Equipment financing shall constitute a debt or pledge of the faith and credit of the city.

The payment of FY 2017 debt service on prior Short-Term Equipment GOBs and any FY 2017 Alternative Short-Term Equipment Financing is part of the Debt Service Appropriation.

This ordinance represents a declaration of "official intent" under Treasury Regulations Section 1.150-2.

Section 15:- That, effective July 1, 2016, a one-time supplement of Three Hundred Eighty Dollars ($380.00) shall be payable to retirees receiving retirement benefits as of June 30, 2015, with fifteen (15) or more years of creditable service or disability retirement who receive less than Thirty Thousand Dollars ($30,000.00) in annual retirement benefits and workers' compensation benefits. In the event an eligible retiree dies on or before July 31, 2016, the supplement shall not be paid to the surviving spouse nor dependents. Funds for the supplement are hereby appropriated in the FY 2017 Operating Budget.

Section 16: - That Section 24-309 of the Norfolk City Code, 1979, is hereby amended and reordained so as increase the tax on each cigarette to forty two and five tenths (42.5) mils to read as follows:

Sec. 24-309. Levied; amount.

There is hereby levied and imposed by the city, upon each and every sale of cigarettes, a tax equivalent to forty two and five tenths (42.5) mils per cigarette sold within the city, the amount of such tax to be paid by the seller, if not previously paid, in the manner and at the time provided for in this article. There shall be a penalty for late payment of the tax imposed herein in the amount of ten percent (10%) per month, and interest in the amount of three-quarters of one percent (0.75%) per month, upon any tax found to be overdue and unpaid.

Section 17: - That the Norfolk City Code, 1979, is hereby amended so as to provide for the establishment of technology zones, to establish an area around the Elizabeth River Trail as a technology zone, and to provide business license tax incentives for qualified technology businesses in the technology zone pursuant to § 58.1-3850 of the Code of Virginia, 1950, as amended, by adding a new Chapter to read as follows:

Chapter 45.6 TECHNOLOGY ZONES

Article I.
In General.

Sec. 45.6-1. Purpose and intent.

In order to foster the development and location of new technology businesses in the city, which will increase capital investment and create jobs, the Council finds that the establishment of technology zones pursuant to § 58.1-3850 of the Code of Virginia, 1950, as amended, is necessary. This article shall be in effect on and after January 1, 2017.

Sec. 45.6-2. Administration.

This chapter shall be administered by the city manager or designee. Any application required by this chapter shall be on forms approved by the city manager or designee. The city manager or designee shall develop and publish procedures to obtaining the benefits created by this chapter and for the administration of this article. The city manager or designee will review the criteria and incentives for the technology zone program annually to assure alignment with city priorities and economic development strategy and shall make recommendations to council if it is determined that the criteria or incentives should be modified.

Sec. 45.6-3. Burden.

A business applying for the benefits afforded by this chapter shall have the burden of proving qualification, shall apply for certification as a qualified technology business on an annual basis and shall demonstrate annually that it continues to operate as a qualified technology business. No application submitted under this chapter shall be approved if the business is not current in payment of all taxes and fees due the city.

Sec. 45.6-4. Definitions.

For purposes of this chapter, the following words and phrases shall have the following meanings, unless indicated to the contrary:

"Definite place of business" means an office or a location at which a regular and continuous course of dealing occurs over a period of thirty (30) consecutive days or more. A definite place of business for a person engaged in business may include a location leased or otherwise obtained from another person.

"New technology business" means a technology business that either (a) establishes its initial definite place of business in the technology zone and thereafter maintains its principal definite place of business within the boundaries of the technology zone or (b) has no definite place of business in the city before establishing a definite place of business in the technology zone and thereafter maintains its principal definite place of business in the technology zone.

"Qualified technology business" is a technology business that (1) is a new technology business within the boundaries of the technology zone as established in this chapter and (2) creates at least five (5) new full-time jobs or makes a capital investment of at least $200,000 in either (i) tangible personal property or machinery and tools or (ii) real estate improvements used exclusively in such business, or any combination thereof. The new jobs created or capital investment must be located in the technology zone. The full-time job requirement may be met with part-time jobs using a full-time equivalency of forty (40) hours per week.

"Technology business" is a business that derives its gross receipts primarily from the sale, lease, license or provision of innovative or advanced technology based products, processes or services created, designed, developed, produced, manufactured or performed by such business. Products, processes and services shall incorporate or support the use of innovative or advanced

technologies having applications in one or more of the following categories: (1) cybersecurity, personal security and property security; (2) sea level rise and recurrent flooding; (3) medical devices, medical diagnostics, pharmaceuticals, biotechnology, biochemical engineering and other life sciences and health care technologies; (4) advanced materials and advanced manufacturing; (5) computer hardware and software; (6) electronics and instrumentation; (7) photonics and sensors; (8) internet and e-commerce; (9) educational and training technologies, including modeling and simulation; (10) bio-informatics and data analytics; (11) logistics and maritime commerce; (12) information technology, telecommunications and wireless technologies; (13) green technologies, renewable energy research and development, and energy conservation; (14) advanced transportation technologies; and (15) nanotechnology. The use of computers, telecommunications services, or a web page or internet site shall not, in itself, be sufficient to qualify as a technology business.

"Year one" is the calendar year in which a business is certified as a new qualified technology business.

Sec. 45.6-5. Boundaries of technology zones.

The boundaries of the city's technology zones are hereby established as shown on the "technology zone map" attached hereto as Exhibit A. The technology zone map is hereby declared to be a part of this chapter and to have the same force and effect as if they were fully set forth and described herein. The technology zone map shall be kept on file in the city manager's office or designated city department.

Sec. 45.6-6. Technology zone incentives.

Notwithstanding any other provision of the Norfolk City Code and pursuant to § 58.1-3850 of the Code of Virginia, 1950, as amended, any business that is certified by the city manager or designee as a qualified technology business shall be entitled to a reduction of its business,

professional and occupational license tax imposed by Chapter 24, Article II-A of the Norfolk City Code against gross receipts derived from its technology business as follows.

One hundred percent (100%) reduction in year one of operation;

One hundred percent (100%) reduction in year two of operation;

Fifty percent (50%) reduction in year three of operation;

Fifty percent (50%) reduction in year four of operation; and

Fifty percent (50%) reduction in year five of operation.

Sec. 45.6-7. Procedures to obtain technology zone incentives.

It shall be the responsibility of the qualified technology business to apply for certification by the city manager or designee and to obtain the necessary business license and to provide the necessary information in order to obtain the benefits created by this chapter.

To qualify for the tax reduction a business must apply to the city manager or designee to be certified as a qualified technology business. The tax reduction shall begin as of the month of certification of a technology business as a qualified technology business by the city manager or designee. To maintain eligibility for the tax reduction after year one, the business must reapply annually to the city manager or designee to demonstrate that it continues to be a qualified technology business. The tax reduction provided in this section shall apply to a qualified technology business for no more than five (5) calendar years, including any partial initial calendar year.

A business certified to be a qualified technology business must obtain a business license and pay the applicable fee and is subject to the provisions of Norfolk City Code section 24-25.9(b). In order to receive a business professional and occupational license tax reduction under this section, the qualified technology business shall

file a business license application annually with the commissioner of the revenue and shall provide the commissioner with an annual certification from the city manager or designee that the business is a qualified technology business. The amount of gross receipts estimated to be earned from qualified technology business activities shall be set out in the license application and shall be subject to verification by the commissioner of the revenue by audit or inspection of documents. All business license tax reductions are subject to adjustment by the commissioner of the revenue based on actual gross receipts earned from qualifying technology business activities. If a business is certified a qualified technology business prior to payment of its business license tax liability to the city, such tax liability shall be reduced according to the schedule above. If a business is certified a qualified technology business after it has paid its business license tax liability to the city in full, it shall receive a refund, without interest, in accordance with the schedule above. No local taxes or fees may be outstanding at the time of application for the business license and reduction.

If a business ceases to be a qualified technology business during a calendar year in which tax reductions apply, business license taxes shall be payable at one hundred percent (100%) of the tax amount imposed by Chapter 24, Article II-A of the Norfolk City Code from the month the business ceased to be qualified until the end of the calendar year.

The entitlement to any license tax reduction authorized in this section shall be conditioned upon the applicant paying any tax or fee imposed by the city, by the date upon which the tax or fee is due. In the event a qualified technology business is thirty (30) or more days delinquent on any local tax or fee, such business forfeits any entitlement to any tax reduction authorized in this chapter.

Sec. 45.6-8. Nonwaiver.

Unless stated otherwise herein, nothing in this chapter shall be construed as a waiver of the right of the city to enforce its ordinances, regulations or policies or to collect any taxes, fees, fines, penalties or interest imposed by law on a qualified technology business or upon real or personal property owned or leased by a qualified technology business.

Section 18:- That there is hereby set-aside from the General Fund revenues of up to Five Million Dollars ($5,000,000) to be the amount by which revenue is reduced for the purpose of providing real estate tax exemptions and deferrals for the elderly and disabled under Chapter 24, Article IV, Division 2 of the Norfolk City Code, 1979, real estate tax exemptions for disabled veterans pursuant to Code of Virginia, Section 58.1-3219.5, and real estate tax exemptions of the principal residences of surviving spouses of members of the armed forces of the United States killed in action, pursuant to Code of Virginia, Section 58.1-3219.9.

The Department of Human Services, as designated by the City Manager, shall administer this program.

Section 19:- That the provisions of this ordinance are hereby declared to be severable. If any part, section provision, sentence, clause or phrase, or the application thereof to any person or circumstance, is adjudged to be unconstitutional or invalid for any reason, the remainder of the ordinance shall remain in full force and effect and its validity shall not be impaired, it being the legislative intent now hereby declared that the ordinance would have been adopted even if such invalid matter had not been included or if such invalid application had not been made.

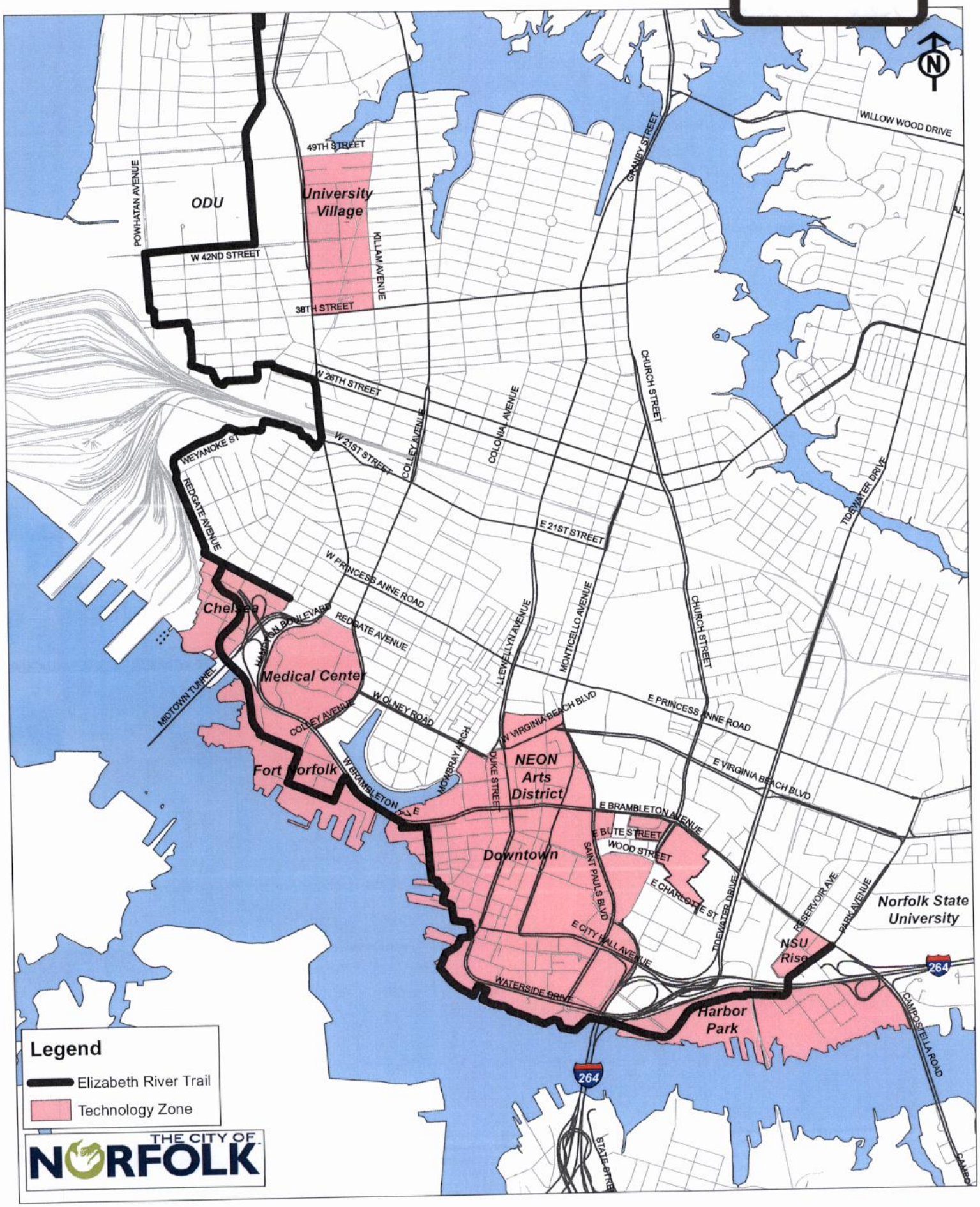
Section 20:- That this ordinance shall be in effect from and after July 1, 2016.

EXHIBIT

tabbies

A

TECHNOLOGY ZONE



C: Dir., Office of Budget and Strategic Planning

City of NORFOLK

To the Honorable Council
City of Norfolk, Virginia

May 17, 2016

From: Sabrina Joy-Hogg, Deputy City Manager and Acting Budget Director

Subject: FY 2017 Budget Ordinance - Capital Improvement Plan

Reviewed: Wynter Benda, Deputy City Manager

Ward/Superward: Citywide

Approved: Marcus D. Jones, City Manager

Item Number: **R-2**

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**

This agenda item includes an ordinance to approve and authorize the Fiscal Year 2017 Capital Improvement Plan (CIP) for the city. The following Table 1 provides a breakdown of the capital plan by fund source.

Table 1 – FY 2017 CIP

Fiscal Year 2017 Capital Improvement Plan	
Fund	**Budget**
General Capital	$43,364,000
Parking Facilities	$2,900,000
Wastewater Utility	$20,000,000
Storm Water Utility	$4,815,200
Water Utility	$25,950,000
Total Capital Improvement Plan	**$97,029,200**

IV. **Analysis**

This ordinance distributes Capital Improvement Plan funds in accordance with the City Manager's Proposed FY 2017 Budget presented on April 12, 2016 and subsequent

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Phone: 757-664-4242 ▪ Fax: 757-664-4239

amendments by City Council discussed during the budget worksessions, which include the following (see Table 2 for details):

- Provides an additional $1.0 million in support for Norfolk Public School to address school maintenance needs

- Provides additional support of $950,000 for citywide neighborhood improvements for Huntersville, Barraud Park, Pinewell, Ocean View, Ghent, and Chelsea

- Supports the expansion of the city's broadband infrastructure by funding an additional $200,000 in improvements
    - The City Manager's Proposed FY 2017 Budget included a project titled, "Upgrade Infrastructure Equipment Network (INET)," which has been retitled to "Upgrade and Expand Broadband Infrastructure" to align with the expanded scope for additional broadband infrastructure as amended by City Council

- Provides funding of $250,000 to construct a public safety memorial

Table 2 – Project Amendments

Project	Amendment
Support Norfolk Public School (NPS) Major Maintenance	$1,000,000
Neighborhood Improvements	$950,000
Broadband Infrastructure	$200,000
Construct Public Safety Memorial	$250,000
Subtotal Council Amendments	**$2,400,000**
Improve Citywide Infrastructure and Neighborhoods (Technical adjustment to add urban allocation project)	$11,600,000
Total Amendments (With technical adjustment – see below for details)	**$14,000,000**

Technical Adjustment – Urban Allocation Project

The Proposed FY 2017 Budget mentioned an estimated $11.0 million in urban allocation funds from the Commonwealth would be available for infrastructure improvement projects. The funding amount has subsequently been revised upward to $11.6 million. At the time of the Proposed Budget, the preferred method of appropriation had not been determined. Since then, it has been determined that the CIP is the best vehicle to implement the project. As a result, a project titled "Ensure Citywide Infrastructure Improvements" has been created in the CIP which will be supported with the urban allocation funds. While the CIP increases by $11.6 million, there is no additional cost to the city since a corresponding revenue adjustment has been made. This project will be implemented as proposed by the City Manager.

V. Financial Impact

The CIP budget ordinance totals $97,029,200 from all funds and meets the Norfolk City's Charter requirements for a balanced budget. See the above Analysis section for more details.

VI. Environmental

N/A

VII. Community Outreach/Notification

Pursuant to the Code of Virginia and Norfolk City Charter, this agenda item requires a public hearing. As such, a public hearing notice was published in *The Virginian-Pilot* on April 20, 2016 and the public hearing was held on May 4, 2015.

VIII. Board/Commission Action

N/A

IX. Coordination/Outreach

This letter has been coordinated with the Office of Budget and Strategic Planning and the City Attorney's Office.

Supporting documentation from the Office of Budget and Strategic Planning:

- Ordinance

5/11/16 - wld

Form and Correctness Approved:

By _____
Office of the City Attorney

Contents Approved:

By _____
DEPT. Budget & Management

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

$ 97,029,200.00 various
Account

_____ 5/12/16
Director of Finance Date

NORFOLK, VIRGINIA

ORDINANCE No.

AN ORDINANCE APPROVING THE CAPITAL IMPROVEMENT PLAN BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017; APPROPRIATING $97,029,200 FOR CERTAIN PROJECTS APPROVED THEREIN; AUTHORIZING AN ISSUE OF BONDS IN THE AMOUNT OF $71,116,607, OF WHICH $4,965,041 IS THE REAPPROPRIATION OF PREVIOUSLY AUTHORIZED, BUT UNISSUED, BONDS; AND AUTHORIZING THE EXPENDITURE OF $25,912,593 IN CASH.

- - -

WHEREAS, the City Manager submitted to the City Council a Capital Improvement Plan Budget for the City for the fiscal year beginning July 1, 2016 and ending on June 30, 2017; and

WHEREAS, it is necessary to appropriate sufficient funds to cover the approved capital projects set forth in the Capital Improvement Plan Budget and to authorize said projects; now therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the capital projects set forth below in the Capital Improvement Plan for the fiscal year beginning on July 1, 2016 and ending on June 30, 2017, submitted by the City Manager under date of April 12, 2016 are hereby approved and the amounts herein set forth aggregating $97,029,200, or so much thereof as may be necessary, as set forth in the Capital Improvement Plan Budget for the fiscal year July 1, 2016 to June 30, 2017, are hereby appropriated for the purposes hereinafter set

out in the following subparagraph:

A. **Capital Improvement Projects**

Number	Title	Approved Amount
General Capital		
1	Address School Major Maintenance	4,000,000
2	Address Street Flooding Citywide	1,500,000
3	Construct Public Safety Memorial	250,000
4	Continue Scope Arena Improvements (PA)	750,000
5	Control Beach Erosion	955,000
6	Develop Bicycle, Pedestrian Greenways, Sharrows, and Complete Streets	750,000
7	Enhance Signals and Intersections	200,000
8	Ensure Citywide Infrastructure Improvements	11,600,000
9	Fund Chrysler Museum Capital Campaign Match	850,000
10	Fund Preliminary Engineering	2,259,000
11	Implement Neighborhood Initiatives	950,000
12	Implement RPOS Master Plan	500,000
13	Improve Citywide Dredging and Waterways	500,000
14	Improve Community and Neighborhood Parks	250,000
15	Improve Cultural Facilities (PA)	250,000
16	Improve Downtown Corridor Streetscaping	100,000
17	Improve Existing Community Centers	200,000
18	Improve Harbor Park (PA)	500,000
19	Improve HVAC Systems Citywide	200,000
20	Improve Infrastructure and Acquire Property	1,000,000
21	Improve Neighborhood Streets - Major	300,000
22	Improve Neighborhoods Citywide	2,500,000
23	Improve Roof Repair and Moisture Protection	250,000
24	Improve Street Lights	100,000
25	Maintain Fire Stations	1,000,000
26	Maintain Municipal Facilities (PA)	2,000,000
27	Maintain USS Wisconsin BB-64 (PA)	500,000
28	Repair and Maintain Bridges - Minor	250,000
29	Repair and Replace Bridges - Major	1,000,000
30	Repair Neigh. Sts/Sidewalks/Walkways	250,000
31	Support Citywide Public Art	250,000
32	Support Jail Improvements	5,400,000
33	Upgrade and Expand Broadband Infrastructure	2,000,000
Total General Capital		**43,364,000**
Parking Facilities		
34	Maintain Parking Facilities	2,900,000
Total Parking Facilities		**2,900,000**

Storm Water Utility		
35	Create Citywide Flooding Reserve	1,315,200
36	Improve Storm Water Quality	950,000
37	Improve Storm Water System	600,000
38	Improve Storm Water Waterfront Facilities	500,000
39	Reduce Neighborhood Flooding	1,450,000
Total Storm Water Utility		**4,815,200**
Wastewater Utility		
40	Improve Wastewater Collection System	20,000,000
Total Wastewater Utility		**20,000,000**
Water Utility		
41	Comply With Safe Drinking Water Act Amendments	400,000
42	Design and Construct 37th Street Plant	500,000
43	Implement Meter Change-Out Program	400,000
44	Improve Water Pipeline Infrastructure	12,000,000
45	Rehabilitate Reservoirs Systemwide	3,650,000
46	Upgrade Moores Bridges Water Treatment Plant	9,000,000
Total Water Utility		**25,950,000**
Grand Total		**97,029,200**

Section 2:- That in order to provide the funds heretofore appropriated, cash in the aggregate principal sum of $25,912,593 is authorized to be expended. Of such sum, $16,747,393 is for General Capital Improvement Projects, which is comprised of $300,000 of proceeds from the sale of land, $1,847,393 transferred from the General Fund, $3,000,000 transferred from the Public Amenities Fund; $11,600,000 appropriated from urban allocation funds; $2,900,000 is for Parking Facilities Fund Projects; $4,950,000 is for Water Utility Fund Projects; and $1,315,200 for Storm Water Utility Fund Projects. Previously approved, but unissued, bonds in the aggregate principal sum of $4,965,041 are reappropriated for General Capital Improvement Projects, and therefore bonds of the City of Norfolk in the aggregate principal sum of $71,116,607 are hereby authorized to be issued from time to time in such form and with such terms as shall be established pursuant to future ordinances, of which $26,616,607 is for General Capital Improvement Projects, $3,500,000 is for Storm Water Utility Fund Projects, $20,000,000 is for Wastewater Utility Fund Projects and $21,000,000 is for Water Utility Fund Projects.

Section 3:- That the Council reasonably expects to reimburse certain expenditures made from the General

Capital Improvement Projects Fund, Storm Water Utility Fund, Wastewater Utility Fund, and Water Utility Fund to interim finance the above-described capital projects with the proceeds of the above-described bonds to be issued by the City.

Section 4:- That this ordinance represents a declaration of "official intent" under Treasury Regulations Section 1.150-2(e).

Section 5:- That the expenditures to be reimbursed will be paid from the following funds, which funds have the following general functional purposes:

(a) General Capital Improvement Projects Fund. Used to account for the financial resources used to finance general capital improvement projects in the Capital Improvement Plan other than those financed by the City's enterprise funds or special revenue funds;

(b) Wastewater Utility Fund. Used to account for the City's wastewater utility operations, including accounting for the financial resources used to finance capital projects in the Capital Improvement Plan related to the wastewater utility;

(c) Storm Water Utility Fund. Used to account for the City's environmental storm water operations, including accounting for the financial resources used to finance capital projects in the Capital Improvement Plan related to the storm water utility; and

(d) Water Utility Fund. Used to account for the City's water utility operations, including accounting for the financial resources used to finance capital projects in the Capital Improvement Plan related to the water utility.

Section 6:- That the appropriate officers or agents of the City are authorized and directed to file a certified copy of this ordinance with the Circuit Court of the City of Norfolk pursuant to Sections 15.2-2607 and 15.2-2627 of the Code of Virginia, 1950, as amended.

Section 7:- That the City Manager, unless otherwise directed by City Council, is hereby authorized to do all things necessary to implement the projects set forth in the Fiscal Year 2017 Capital Improvement Plan Budget.

Section 8:- That the City Manager or his designee is authorized to close out or reappropriate unused Capital Improvement Plan funds in projects that have been completed. These funds may be reappropriated as sources in future year Capital Improvement Plans.

Section 9:- That the City Manager or his designee is authorized to transfer from any project which has an excess of funds appropriated for its use to any other project all or any part of such excess. A record of all such transfers shall be maintained by the Director of Finance.

Section 10:- That the City Manager or his designee is authorized to utilize balances from urban allocation funding for General Capital Improvement Projects, not to exceed $11,600,000. Should urban allocation funds not aggregate $11,600,000, bonds for the City of Norfolk are hereby appropriated and authorized to be issued.

Section 11:- That the City Manager or his designee is authorized to transfer funds from any project authorized with Public Art funds in the Capital Improvement Plan to any other project or pool funds, as needed, to implement any portion of the Plan.

Section 12:- That this ordinance shall be in effect from and after July 1, 2016.

C: Dir., Budget and Strategic Planning

City of NORFOLK

To the Honorable Council
City of Norfolk, Virginia

May 17, 2016

From: Capri M. Stanley-Smith,
Director of Human Resources

Subject: FY 2017 Compensation Plan

Reviewed: Sabrina Joy-Hogg, Deputy City Manager

Ward/Superward: Citywide

Approved: Marcus D. Jones, City Manager

Item Number: **R-3**

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**
This agenda item includes an ordinance to adopt the Proposed FY 2017 Compensation Plan. The city's Compensation Plan is annually approved by City Council in accordance with the fiscal year Budget.

IV. **Analysis**
The Proposed FY 2017 Compensation Plan includes support for Phase III of the City Manager's ARMD Initiative (Attraction, Retention, Motivation and Development), which includes the following:

- Provides general and constitutional employees with a two percent salary increase in January 2017.
- Establishes a regionally competitive public safety pay plan.
- Provides a step increase for sworn Sheriff employees.
- Adjusts the minimum and maximum of most pay ranges by two percent.
- Increases the living wage to $24,300 annually, or $11.68 per hour, for all permanent employees; adjusting the amount to the Federal poverty level for a family of four (4).
- Provides January market adjustments to increase the pay grade and/or pay ranges of select job classifications that are regionally out of market.
- Provides a full day off on Christmas Eve.

V. **Financial Impact**
Funding to support the compensation plan is in the FY 2017 Budget

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VI. Environmental

N/A

VII. Community Outreach/Notification

Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process.

VIII. Board/Commission Action

N/A

IX. Coordination/Outreach

This letter has been coordinated with the Office of Budget and Strategic Planning and the City Attorney's Office.

Supporting Material from the Department of Human Resources:

- Ordinance
- FY 2017 Compensation Plans

5/10/16 sb
Form and Correctness Approval:

By _____
Office of the City Attorney

Form CCO-003

Contents Approved:

By _____
DEPT. HUMAN RESOURCES

NORFOLK, VIRGINIA

ORDINANCE No.

AN ORDINANCE APPROVING AND ADOPTING THE FISCAL YEAR 2017 COMPENSATION PLAN FOR OFFICERS AND EMPLOYEES OF THE CITY, AMENDING AND REORDAINING THE NORFOLK CITY CODE 1979, AS AMENDED, AND APPROVING CRITERIA AND PROCEDURES FOR PAY SUPPLEMENTS FOR CERTAIN CONSTITUTIONAL AND STATE OFFICERS AND THEIR EMPLOYEES.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- **City Compensation Plan.** That until otherwise changed by the Council, the pay ranges of the various officers and employees of the City, as set forth in this fiscal year 2017 Compensation Plan Ordinance, and the regulations, tables, appendices and other attachments to it (attachments), which are incorporated by reference, for the administration of the Plan are hereby approved, and said Plan is hereby adopted. Such Plan, as to the positions included, shall supersede and replace the fiscal year 2016 Plans approved and adopted by Ordinance No. 45,954, enacted May 19, 2015, and effective July 1, 2015.

Section 2:- **Salary Range Adjustments.** That effective January 7, 2017, each pay range minimum and pay range maximum of Plans 1, CCC, COR, CWA, TRO and SHC will be increased by at least two percent (2%).

Section 3:- **Market Adjustments.** That effective January 7, 2017, pursuant to the attachments to this ordinance, the pay grades and/or pay ranges of certain classifications, deemed to be out-of-market, will be adjusted.

Section 4:- **Salary Increases.** That effective January 7, 2017, pursuant to the attachments to this ordinance, the pay grades of certain classifications will increase due to the market. Employees below the minimum pay of their new pay grade, will receive salary increases effective January 7, 2017, so as to increase their salaries to the minimum of their new pay grade.

Effective January 7, 2017, City employees, with the exception of sworn members of the departments of police and fire-rescue, shall receive a two percent (2%) general wage increase (GWI). Officers appointed by the Council are authorized to receive a two percent (2%) salary increase effective January 7, 2017. Only officers and employees hired before July 1, 2016, are eligible for this increase.

Effective January 7, 2017, sworn members of the departments of police and fire-rescue shall receive an increase equivalent to at least two and a half percent (2.5%) based on the tables concerning their compensation attached to this ordinance. Sworn police and fire-rescue employees must have begun their initial probationary period no less than ten months prior to the effective date, to be eligible for this increase.

Effective January 7, 2017, sworn employees, in Pay Plan 5, in pay grades 2(a), 2, 3 and 4 shall receive a two percent (2%) GWI if their annual salary is at or above the maximum of the respective pay range.

Section 5:- **Council and Council President**. That until otherwise changed by the Council, the salary of the Council President (Mayor) shall be $27,000.00, and the salaries of all other members of Council shall be $25,000.00, and are hereby approved and adopted. This ordinance and its attachments, as they pertain to the Council or the Council President, shall supersede and replace the fiscal year 2016 Compensation Plan Ordinance of the City of Norfolk, approved and adopted by Ordinance No. 45,954, enacted May 19, 2015, and effective July, 1, 2015.

Section 6:- **Constitutional and State Officers and Employees – Pay Ranges**. That until otherwise changed by the Council, the pay ranges of various Constitutional and State officers and their employees, as set forth in this ordinance and its attachments, are hereby approved and adopted. This ordinance and its attachments, as they pertain to said officers and employees shall supersede and replace the fiscal year 2016 Compensation Plan Ordinance of the City of Norfolk, approved and adopted by Ordinance No. 45,954, enacted May 19, 2015, and effective July 1, 2015.

Section 7:- **Constitutional and State Officers and Employees – Change of Provisions.** That the Council shall have the right at any time to change the pay ranges, rates of pay, regulations and supplements set forth in the compensation plan or supplemental pay schedules adopted in the body of this ordinance or its attachments. Moreover, because the City salary supplements are only intended to grant the Constitutional and state officers and employees parity with City employees, whenever the State Compensation Board authorizes an increase to their salaries during the life of this ordinance, the City Manager shall apply that increase to the employee's State Compensation Board authorized salary, and so as to maintain parity, decrease the City's supplement in proportion to the State Compensation Board increase.

Section 8:- **Constitutional and State Officers and Employees – not City officers or Employees.** That notwithstanding the provisions of any ordinance, regulation or action by the Council, City Manager or the Civil Service Commission of the City of Norfolk to the contrary, codified or otherwise, the officers and employees of the various Constitutional and State offices whose salaries the City

funds, regardless of whether the City funds 100% of their salaries or some smaller percentage and regardless of whether their date of hire is prior or subsequent to the date of the adoption of this ordinance, shall not be officers and employees of the City or eligible for any of the various rights that inure to the status of City employment, classified or otherwise. Unless their position is created and authorized by the Council of the City of Norfolk or in some cases, the City Manager and the City Attorney, and such creation is implemented in accordance with the Charter provisions, ordinances, rules and regulations governing employment with the City, such individuals working within such offices are not and shall not be deemed officers and employees of the City of Norfolk, but instead are and shall be deemed at will employees of the various Constitutional and State officers and offices, and they shall not, among other things, have any rights to utilize the City of Norfolk's Employee Grievance Procedure. All attorneys licensed to practice law in Virginia or elsewhere who are either in the employment of the City or receiving salaries funded entirely by the City but employed by a Constitutional Officer shall be under the ultimate direction and control of the City Attorney and shall serve at his will. In the case of non-City employees whose attorney positions are entirely funded by the City, they shall receive their City-funded salaries at the will of the City Attorney, regardless of their actual employer.

Section 9:- **Employment Status of Officers and Employees.** That nothing contained in this ordinance is intended to or shall alter the employment status of any persons who are not officers or employees of the City of Norfolk. Moreover, notwithstanding any other ordinance, regulation or action by the Council, the City Manager or the Civil Service Commission of the City of Norfolk to the contrary, codified or otherwise, all references to the officers and/or employees of the City, as those words are used occasionally within this ordinance or its Council-approved tables and regulations, shall only mean those individuals who have attained City employment, regardless of whether their date of hire is prior or subsequent to the date of the adoption of this ordinance, through the usual and regular employment procedures of the City of Norfolk, and who lawfully hold: (i) City positions exempt from the classified service as identified in section 114 of the Charter; (ii) City positions lawfully classified by the Civil Service Commission pursuant to section 111 of the Charter; or (iii) City positions exempt from either the classified or the unclassified service as identified in section 114.1 of the Charter. No officer or employee of the City shall have the authority by reference, omission or error to amend, revise or otherwise change any aspect of the Compensation Plan Ordinance or its attachments. Only the Council acting by ordinance may establish or revise the Compensation Plan Ordinance or its attachments.

Section 10:- **Special Fiscal Measures**. That in situations where the Council reduces its appropriations to fund the salaries and benefits of the workforce (for example, due to severe and on-going economic downturn), the City Manager

may initiate a reduction in force. A reduction in force may be justified for various reasons or combinations of reasons, including but not limited to, an economic downturn; the reorganization for efficiency of some department, division or bureau of the City; or the elimination or revision of unnecessary or moribund classifications or positions. In addition, the salaries of all officers and employees, both City Employees and non-City Employees, covered by this ordinance or any of its attachments, including all pay tables, pay systems, pay schedules and pay structures, and its various compensation plan regulations, all of which are incorporated herein by reference, may be adjusted. However, those individuals, if any, whose positions are fully funded by the State Compensation Board shall receive an increase if the Board grants an increase funded entirely by the Commonwealth.

Section 11:- **Department of Law.** That the City Attorney, a Council appointee, is the head of the City's Department of Law. All Employees holding positions within the Department of Law are members of the Law Department and, serve under the sole authority and supervision and at the will of the City Attorney. All personnel decisions concerning members of the Law Department are at the discretion of the City Attorney. Notwithstanding anything to the contrary elsewhere within this ordinance or its attachments, the following rules apply to the Department of Law.

(A) Demotions. When the City Attorney demotes a member of the Law Department who is a city attorney due to inadequate performance or for disciplinary reasons, the City Attorney may reduce that employee's salary to any specific dollar amount within the pay range attached to the position title to which the employee is demoted. When the City Attorney demotes a member of the Law Department who is not a city attorney the regulations for the administration of the General Compensation Plan apply, except that the City Attorney makes the demotion decisions, not the City Manager or the Director of Human Resources.

(B) Administrative Leave. The City Attorney is authorized to grant a period of leave with pay not exceeding two work weeks to any member of the Law Department who is a city attorney. The authorization of such leave for a new appointee shall be for facilitating recruitment and transition. The authorization of such leave for an existing appointee shall be based on the appointee's past year's work and performance. This leave must be taken within one year of being granted. Unused leave of this type shall not be paid out upon termination.

(C) New Appointees. The City Attorney may authorize the employment of a new member of the Law Department who is a city attorney at any salary within the pay range assigned to the title. However, employment at a salary exceeding the minimum limit of the pay range shall be based on objective criteria. Members of the Law Department who are not city attorneys are

governed by the regulations for the administration of the General Plan concerning new appointees, except that the City Attorney makes the decisions related to pay rates, not the City Manager or the Director of Human Resources.

(D) Overtime Eligibility. Members of the Law Department who are city attorneys are exempt from the overtime provisions of the Fair Labor Standards Act, and shall not be eligible for monetary overtime compensation or compensatory time off for hours worked beyond the normal workweek. Members of the Law Department who are not city attorneys are governed by the overtime provisions of the regulations for the administration of the General Compensation Plan and the Fair Labor Standards Act. All decisions authorizing overtime for members of the Law Department who are non-exempt under the Fair Labor Standards Act shall be made by the City Attorney.

(E) General Wage Increase. Members of the Law Department who are not city attorneys in Plan 1 will receive a general wage increase of two percent (2%) effective January 7, 2017. Members of the Law Department who are city attorneys are eligible for an increase in salary effective January 7, 2017, according to the following rules. The City Attorney shall review each attorney's salary for the purpose of making a compensation adjustment based on consideration of factors such as performance, market conditions and total increases authorized by the City Council for all other employees under this ordinance and its attachments. No percentage increase shall exceed the maximum rate of that attorney's pay range. The aggregate amount of general wage increases under this subsection shall not exceed the equivalent of what it would cost for each of the attorneys to receive a two percent (2%) increase. Whether to give an increase and the amount of any individual city attorney's increase are at the discretion of the City Attorney. Only officers and employees hired before July 1, 2016, are eligible for this increase. In addition to any compensation awarded the City Attorney elsewhere within this ordinance or its attachments, the City Attorney shall also be provided the use of a cell phone, an iPad and similar electronic devices.

(F) Bonuses. The City Attorney is authorized to recommend and approve bonuses for exceptionally meritorious service by any member of the Law Department. Only one bonus per individual may be authorized during each fiscal year. While bonuses are generally limited to no more than five percent (5%), the City Attorney may approve a higher percentage. Bonuses will not be included in an employee's base wages or retirement calculation.

(G) Administrative Pay Adjustments. The City Attorney may authorize one administrative pay adjustment per fiscal year for members of the Law Department based upon objective criteria, including, but not limited to the following: (1) to meet bona fide external job offers, when loss of an employee's service would be

considered detrimental to the City and the Law Department (an employee must furnish a copy of the external job offer on the prospective employer's stationery); or (2) internal equity – a review of relevant circumstances surrounding the request should be submitted to the City Attorney for review (including, but not limited to, such information as length of service and hiring date, salary, educational background, experience, and scarcity of the hiring pool at the time of employment); or (3) value added to the organization (it is recognized that situations change over time and the value of an individual may be enhanced by various dynamic circumstances, such that an individual should be rewarded for demonstrated value to the department).

(H) Reductions of Compensation. In addition to demotions, the City Attorney may reduce the compensation of any member of the Law Department who is a city attorney who fails to perform satisfactory work. The City Attorney may reduce their rate of compensation below what it was immediately prior to the effective date of this ordinance and its attachments. At any time during the effective duration of this ordinance and its attachments, the City Attorney may reevaluate the compensation of any attorney whose rate of compensation has been reduced pursuant to this subsection. If upon reevaluation the City Attorney finds that the attorney's work has improved, the City Attorney may approve an adjustment of that attorney's rate of compensation.

(I) Promotions. When a member of the Law Department who is a city attorney is promoted, the City Attorney may increase the attorney's compensation to any specific dollar amount within the pay range assigned to the position title to which the promotion is made. When a member of the Law Department who is not a city attorney is promoted, the regulations for the administration of the General Compensation Plan apply, except that the City Attorney makes the decisions, not the City Manager or Director of Human Resources.

(J) Annual Leave, Leave Carryover and Leave Payout. Section 2-49 of the City Code, 1979, as amended, governs annual leave and its carryover for members of the Law Department. Any remaining accrued leave due a member of the Law Department who has left City service will be paid as part of the normal payroll schedule.

Section 12:- **Commonwealth's Attorney**. Whereas, it is the desire of the Council of the City of Norfolk and of the Commonwealth's Attorney of the City of Norfolk that the compensation of certain officers and employees of the Commonwealth's Attorney which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to Virginia Code §15.2-1627.1, as amended, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of officers and employees of the Commonwealth's Attorney is not intended to and shall not constitute them employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the Commonwealth's Attorney and certain of his employees; now, therefore, the Council ordains as follows:

(A) The compensation of the officers and employees of the Commonwealth's Attorney employed in positions designated by the job titles identified in the Attachments to this ordinance shall be supplemented by the payment to them of compensation within the pay ranges set opposite each of their job titles, established in the Attachments.

(B) The Commonwealth's Attorney's salary shall increase by $5,000 effective July 8, 2016. Effective January 7, 2017, the Commonwealth's Attorney's salary will be increased two percent (2%).

(C) Every officer or employee of the Commonwealth's Attorney whose compensation is fixed by the State Compensation Board of the Commonwealth of Virginia shall in no event receive any lesser compensation than that fixed by said Board.

(D) The Commonwealth's Attorney, whenever the compensation of an officer or employee of the Commonwealth's Attorney is increased by the State Compensation Board of the Commonwealth of Virginia to a sum exceeding the supplemented salary, shall take immediate action to notify the Director of Human Resources to adjust the compensation payable to such officer or employee so that it is not less than that fixed by the Compensation Board.

(E) Any compensation paid in accordance with this ordinance to an officer or employee of the Commonwealth's Attorney in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be payable entirely from the funds of the City appropriated for that purpose in the annual appropriations ordinance for fiscal year 2017.

(F) The administration and computation of supplements pursuant to this ordinance shall be governed by and be subject to the following regulations:

(1) Salaries of Officers and Employees of the Commonwealth's Attorney, whose job titles are identified in attachments to this ordinance shall be increased by two percent (2%) effective January 7, 2017. Only officers and employees hired before July 1, 2016 are eligible for this increase.

(2) The Commonwealth's Attorney, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year based on, but not limited to, internal equity, value added to the organization, or to meet bona fide external job offers. These adjustments shall be included in an employee's base wages and retirement calculations. The Commonwealth's Attorney, with the City Manager's endorsement, may authorize a one-time bonus per any individual employee per fiscal year based on, but not limited to, exceptionally meritorious service, if funds are available within the constitutional office salary accounts. Bonuses will not be included in an employee's base wages or retirement calculation.

(3) The appropriations made to fund the Commonwealth's Attorney portion of this ordinance, and any payments made pursuant to such appropriations are conditioned upon this requirement: that the number of positions within each job title under the Commonwealth's Attorney shall not be increased beyond the total established as of the effective date of this ordinance without the permission of the City Manager.

(G) The purposes of this ordinance and of the criteria and procedures it establishes are solely to supplement the compensation of the officers and employees of the Commonwealth's Attorney's Office, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein or in any City Compensation Plan shall alter the status of such persons as officers and employees of the Commonwealth's Attorney, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

(H) The compensation of officers or employees of the City, if any, assigned to the supervision of the Commonwealth's Attorney shall be governed solely by the City Compensation Plan and attachments.

Section 13:- **Commissioner of the Revenue**. Whereas, it is the desire of the Council of the City of Norfolk and of the Commissioner of the Revenue that the compensation of the Commissioner of the Revenue and certain of her officers and employees which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to Virginia Code §15.2-1636.1, as amended, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the Commissioner of Revenue and of certain officers and employees of the Commissioner of the Revenue; now, therefore, the Council ordains as follows:

(A) Every officer or employee of the Commissioner of Revenue whose compensation is fixed by the State Compensation Board of the Commonwealth of Virginia shall in no event receive any lesser compensation than that fixed by said Board.

(B) Every officer or employee of the Commissioner of the Revenue whose compensation is fixed by the State Compensation Board at a sum higher than that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title, (or, in the case of such Constitutional Officers' employees or officers whose classifications do not correspond to City class titles, at a sum higher than the compensation to which they would otherwise be entitled through the normal application of the City Compensation Plan regulations), shall be paid only the compensation fixed by the Board.

(C) Every officer or employee of the Commissioner of the Revenue whose compensation is fixed by the State Compensation Board at a sum less than that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title, (or in the case of such Constitutional Officers' employees or officers whose classifications do not correspond to City class titles, at a sum less than the compensation which they would otherwise receive through the normal application of the City Compensation Plan regulations), shall be paid the same compensation as said City employee (or in the case of a Constitutional Officer's employee or officer whose classification does not correspond to a City class title, shall receive the compensation payable through the normal application of the City Compensation Plan regulations).

(D) The Commissioner's salary shall be increased by two percent (2%) effective January 7, 2017.

(E) The Commissioner of the Revenue, whenever the compensation of an officer or employee of the Commissioner of the Revenue is increased by the State Compensation Board of the Commonwealth of Virginia to a sum exceeding the amount payable under this Section of this ordinance, shall take immediate action to adjust the compensation payable to such officer or employee so that it is not less than that fixed by the Board. Said Commissioner also shall periodically review the compensation of officers or employees and shall bring to the attention of the Director of Human Resources any increases required by this Section, to be made effective on the date as determined in accordance with this Section of this ordinance.

(F) Any compensation paid in accordance with this ordinance to an officer or employee of the Commissioner of the Revenue in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be payable entirely from the funds of the City. The salaries of officers and employees of the Commissioner of the Revenue, shall be increased by two percent (2%)

effective January 7, 2017. Only officers and employees hired before July 1, 2016, are eligible for this increase.

(G) The funds for the payment of the compensation supplements of the officers and employees of the Commissioner affected by this ordinance were heretofore appropriated for general government in the annual appropriation ordinance of the city for fiscal year 2017.

(H) The compensation of officers or employees of the City, if any, assigned to the supervision of the Commissioner of the Revenue shall be governed solely by the City Compensation Plan.

(I) The Commissioner of the Revenue, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year based on, but not limited to, internal equity, value added to the organization, or to meet bona fide external job offers. These salary adjustments shall be included in an employee's base wages and retirement calculations. The Commissioner of Revenue, with the City Manager's endorsement, may authorize a one-time bonus per any individual employee per fiscal year based on, but not limited to, exceptionally meritorious service, if funds are available within the constitutional office salary accounts. Bonuses will not be included in an employee's base wages or retirement calculation.

(J) The purpose of this ordinance and of the criteria and procedures it establishes is solely to supplement the compensation of certain employees of the Commissioner of the Revenue with funds of the City, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein, or in any City Compensation Plan shall alter the status of such persons as officers or employees of the Commissioner of the Revenue, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

Section 14:- **Sheriff.** Whereas, it is the desire of the Council of the City of Norfolk and of the Sheriff of the City of Norfolk, that the compensation of certain officers and employees of the Sheriff which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to Virginia Code §15.2-1609.2, as amended, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of officers and employees of the Sheriff is not intended to and shall not constitute them officers and employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, in consideration for such compensation supplementation, the Sheriff has agreed to pay over to the City sufficient revenues received by him from operations of the Jail and inmate service excepting only revenues derived from canteen operations; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of certain employees of the Sheriff; now, therefore, the Council ordains as follows:

(A) Any compensation paid in accordance with this ordinance to an officer or employee of the Sheriff in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be payable entirely from the funds of the City. The salaries of employees of the Sheriff, hired prior to July 1, 2016, shall be increased by two percent (2%) effective January 7, 2017 with the exception of sworn officers who, if eligible, will receive one step increase. Sworn officers who are at or above the maximum of their respective pay range will receive a salary increase equivalent to a step.

(B) The Sheriff's salary shall increase by two percent (2%) effective January 7, 2017.

(C) The administration and computation of supplements pursuant to this ordinance shall be governed by and be subject to the following regulations:

(1) For the purposes of making any necessary compensation adjustments occasioned by promotions, demotions, reclassifications, and general wage increases, the computations prescribed by the regulations in the applicable City's Compensation Plan for City employees that relate to such transactions, and other administrative procedures generally applicable to the compensation of City employees, shall be utilized.

(2) The Sheriff, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year, based on, but not limited to, internal equity, value added to the organization, or to meet bona fide external job offers. These adjustments shall be included in an employee's base wages and retirement calculations. The Sheriff, with the City Manager's endorsement, may authorize a one-time bonus per any individual employee per fiscal year based on, but not limited to, exceptionally meritorious service, if funds are available within the constitutional office salary accounts. Bonuses will not be included in an employee's base wages or retirement calculation.

(3) The compensation of employees of the City, if any, assigned to the supervision of the Sheriff shall be governed solely by the City Compensation Plan.

(D) The purpose of this ordinance and of the criteria and procedures it establishes is to supplement the compensation of certain officers and employees

of the Sheriff, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein, or in any City Compensation Plan, shall alter the status of such persons as officers or employees of the Sheriff and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

Section 15:- **Director of Elections**. That every officer or employee of the Director of Elections shall be placed within the pay ranges provided in the attachments to this ordinance where appropriate to their pay rates. The salary of the Director of Elections shall be increased by two percent (2%) effective January 7, 2017. Salaries of officers and employees of the Director of Elections shall be increased by two percent (2%) effective January 7, 2017. Only officers and employees hired before July 1, 2016, are eligible for this increase. Nothing contained within this ordinance and its attachments shall alter the status of the Director of Elections and her officers and employees, and their inclusion herein is solely for administrative convenience. The daily compensation for the officers of election assigned to work at voting precincts shall be as follows: Precinct Chief, one hundred eighty-five dollars ($185) (to include delivery service); Assistant Precinct Chief, one hundred and forty dollars ($140) plus City-designated mileage (if required to fill in for Precinct Chief and perform delivery services); and Election Officer, one hundred and twenty-five dollars ($125).

Section 16:- **City Treasurer**. Whereas, it is the desire of the Council of the City of Norfolk and of the City Treasurer that the compensation of the City Treasurer and certain of his officers and employees which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to the Virginia Code be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of officers and employees of the City Treasurer is not intended to and shall not constitute them officers and employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the City Treasurer and of certain officers and employees of the City Treasurer; now, therefore, the Council ordains as follows:

(A) The City Treasurer's salary shall increase by two percent (2%) effective January 7, 2017.

(B) Every officer and employee of the Treasurer whose compensation is fixed by the State Compensation Board of the Commonwealth of Virginia shall in no event receive any lesser compensation than that fixed by said Board.

(C) Every officer and employee of the City Treasurer whose compensation is fixed by the State Compensation Board at a sum higher than that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title, (or in the case of Treasurer's officers and employees whose classifications do not correspond to City class titles, is fixed at a sum higher than the compensation to which they would otherwise be entitled through the normal application of the applicable City Compensation Plan regulations), shall be paid only the compensation fixed by the Board.

(D) Every officer and employee of the City Treasurer whose compensation is fixed by the State Compensation Board at a sum less than that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title (or in the case of Treasurer's officers and employees whose classifications do not correspond to City class titles, is fixed at a sum less than the compensation which they would otherwise receive through the normal application of the regulations of the City Compensation Plan and attachments to this ordinance) shall be paid the same compensation as said City employee or, in the case of a Treasurer's officer or employee whose classification does not correspond to a City class title, shall receive the compensation payable through the normal application of the regulations of the City Compensation Plan. The salaries of officers and employees of the City Treasurer, shall be increased by two percent (2%) effective January 7, 2017. Only officers and employees hired before July 1, 2016, are eligible for this increase.

(E) The City Treasurer, whenever the compensation of an officer or employee of the Treasurer is increased by the Compensation Board of the Commonwealth of Virginia to a sum exceeding the amount payable under this Section of this ordinance, shall take immediate action to adjust the compensation payable to such officer or employee so that it is not less than that fixed by the Compensation Board.

(F) Any compensation paid in accordance with this ordinance to an officer or employee of the City Treasurer in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be payable entirely from the funds of the City.

(G) The City Treasurer, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year based on, but not limited to, internal equity, value added to the organization, or to meet bona fide external job offers, provided funds are available. These adjustments shall be included in an employee's base wages and

retirement calculations. The City Treasurer, with the City Manager's endorsement, may authorize a one-time bonus per any individual employee per fiscal year based on, but not limited to, exceptionally meritorious service, if funds are available within the constitutional office salary accounts. Bonuses will not be included in an employee's base wages or retirement calculation.

(H) The compensation of officers or employees of the City, if any, assigned to the supervision of the City Treasurer shall be governed solely by the applicable City Compensation Plan.

(I) The purpose of this ordinance and of the criteria and procedures it establishes is solely to supplement the compensation of certain officers and employees of the Treasurer with funds of the City, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein, or in any City Compensation Plan shall alter the status of such persons as officers and employees of the Treasurer, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plans are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

Section 17:- **Magistrates**. Whereas, Section 19.2-46.1 of the Code of Virginia, as amended, authorizes the governing bodies of counties and cities to supplement the compensation of magistrates so long as the total amount, Commonwealth salary plus City supplement, does not exceed fifty percent (50%) of the amount paid by the Commonwealth to any magistrate, and

Whereas, the Council considers it to be in the interests of the City that the compensation of magistrates be supplemented; now therefore, the Council ordains as follows:

(A) That the City shall supplement the fixed compensation paid by the Commonwealth of Virginia to the magistrates appointed to serve in the City of Norfolk in the amounts indicated below, the funds for such supplements having been heretofore appropriated in the annual appropriations ordinance of the City for fiscal year 2017. As provided in Section 19.2-46.1, referenced above, the governing body of any county or city may add to the fixed compensation of magistrates such amount as the governing body may appropriate with the total amount not to exceed fifty percent (50%) of the amount paid by the Commonwealth to magistrates, provided such additional compensation was in effect on June 30, 2008 for such magistrates and any magistrate receiving such additional compensation continues in office without a break in service. However, the total amount of additional compensation may not be increased after June 30, 2008. No additional amount paid by a local governing body shall be chargeable to the Executive Secretary of the Supreme Court, nor shall it remove or supersede any authority, control or supervision of the Executive Secretary or Committee on District Courts.

(B) That the City shall supplement the fixed compensation of each of the magistrates employed on or before June 30, 2008 by adding thereto a sum equal to ten percent (10%) of their fixed compensation, to be paid in quarterly installments.

(C) That the purpose of this ordinance is solely to supplement the compensation of the magistrates with funds of the City, up to the limit set by and as authorized by Section 19.2-46.1 of the Code of Virginia, as amended, and nothing contained herein shall alter the status of such persons as officers or employees of the Commonwealth and not of the City of Norfolk.

Section 18:- **Clerk of the Circuit Court**. Whereas, it is the desire of the Council of the City of Norfolk and of the Clerk of the Circuit Court of the City of Norfolk that the compensation of certain officers and employees of the Clerk's office, which is fixed by the State Compensation Board of the Commonwealth of Virginia, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of the officers and employees of the Clerk's office is not intended to and shall not constitute them officers and employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the officers and employees of the Clerk's office; now, therefore, the Council ordains as follows:

(A) The compensation of officers and employees of the Clerk's office employed in positions designated by the job titles identified in attachments to this ordinance shall be supplemented by the payment to them of compensation within the pay ranges set opposite each job title established in the attachments to this ordinance, except that in no event shall an officer's or employee's supplemented compensation be lower than that fixed by the State Compensation Board of the Commonwealth of Virginia. The salaries of the officers and employees of the Clerk, shall be increased by two percent (2%) effective January 7, 2017. Only officers and employees hired before July 1, 2016, shall be eligible for this increase.

(B) The Clerk's salary shall be increased by two percent (2%) effective January 7, 2017.

(C) The administration and computation of supplements to the officers and employees of the Clerk pursuant to this ordinance shall be governed by and be subject to the following regulations:

(1) For the purposes of making any necessary compensation adjustments occasioned by promotions, demotions or reclassifications, the computations prescribed by the regulations in the City's Compensation Plan for City employees that relate to such transactions, and other administrative procedures generally applicable to the compensation of city employees, shall be utilized.

(D) The purpose of this ordinance and of the criteria and procedures it establishes are solely to supplement the compensation of officers and employees of the Clerk, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein or in any City Compensation Plan shall alter the status of such persons as officers or employees of the Clerk, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

(E) The compensation of officers or employees of the City, if any, assigned to the supervision of the Clerk shall be governed solely by the applicable City Compensation Plan.

(F) The Clerk, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year based on, but not limited to, internal equity, value added to the organization, or to meet bona fide external job offers, provided that funds are available. These adjustments shall be included in an employee's base wages and retirement calculations. The Clerk, with the City Manager's endorsement, may authorize a one-time bonus per any individual employee per fiscal year based on, but not limited to, exceptionally meritorious service, if funds are available within the constitutional office salary accounts. Bonuses will not be included in an employee's base wages or retirement calculation.

Section 19:- **City Code Amendments**: That the Norfolk City Code, 1979, as amended, is hereby amended and reordained as indicated in the following subsections.

That section 2-48 of the Norfolk City Code, 1979, as amended, concerning holidays, is hereby amended and reordained in its entirety, effective July 1, 2016, numbered and reading as follows:

Sec. 2-48. Holidays.

(a) Except as hereinafter provided, all members of the classified and unclassified service of the city shall receive the following holidays off with pay, as well as any other holidays designated by the council:

(1) *January first*—New Year's Day.

(2) *Third Monday in January*—Birthday of Dr. Martin Luther King, Jr.

(3) *Third Monday in February*—Washington's Birthday.

(4) *Last Monday in May*—Memorial Day.

(5) *July fourth*—Independence Day.

(6) *First Monday in September*—Labor Day.

(7) *November eleventh*—Veteran's Day.

(8) *Fourth Thursday in November*—Thanksgiving Day.

(8.5) *Fourth Friday in November*—Day after Thanksgiving.

(9) *December twenty-fourth*—Christmas Eve.

(10) *December twenty-fifth*—Christmas Day.

(11) Employee's birthday. Subject to the provisions of subsection (c), this holiday may be taken on the employee's birthday; however, the employee's department head may authorize the leave day to be taken at any time during the calendar year in which the birthday falls. New hires may take the birthday holiday in the initial calendar year only if their birthday occurs on or after their hire date.

(12) *Diversity day*. One day of leave with pay (based on an employee's approved standard work schedule), on a day to be chosen during a calendar year by each individual employee, for all employees except fire-rescue employees on a twenty-four-hour shift schedule, who shall be granted twenty-four (24) hours of such leave. This day may be taken in half-day increments (based on an employee's approved standard work schedule). This day shall recognize the personal and religious diversity of the city's workforce. All such leave is to be taken at a time approved by the director or the director's designee(s) of the department concerned, consistent with the staffing and operational needs of the department.

Section 20:- That this ordinance, shall be in effect from and after July 1, 2016.

FY 2017 Ordinance Pay Tables

Clerk of the Circuit Court (CCC) Pay Plan FY 2017		
Job Code	**Classification Title**	**Grade**
CC0007	Administrative Assistant-CC	5
CC0006	Administrative Manager-CC	7
CC0013	Applications Manager-CC	9
CC0011	Cashier-CC	2
CC0002	Chief Deputy Circuit Court	9
CC0001	Clerk of the Circuit Court	10
CC0004	Comptroller-CC	8
CC0012	Deputy Clerk I - CC	1
CC0010	Deputy Clerk II-CC	2
CC0009	Deputy Clerk III-CC	3
CC0008	In Court Clerk-CC	4
CC0005	Supervising Deputy Clerk-CC	7

CCC Pay Schedule Effective 7/1/16 - 1/6/17			
Grade	**Minimum**	**Midpoint**	**Maximum**
1	$24,683	$32,070	$39,458
2	$26,657	$34,638	$42,618
3	$28,816	$37,440	$46,065
4	$33,767	$43,873	$53,979
5	$36,603	$47,561	$58,519
6	$45,238	$58,777	$72,317
7	$54,706	$71,082	$87,457
8	$58,373	$75,845	$93,316
9	$67,468	$93,105	$118,743
10	$85,829	$111,149	$136,468

CCC Pay Schedule Effective 1/7/17 - 6/30/17			
Grade	**Minimum**	**Midpoint**	**Maximum**
1	$25,917	$33,674	$41,431
2	$29,323	$38,101	$46,880
3	$31,698	$41,185	$50,672
4	$35,455	$46,067	$56,678
5	$39,001	$52,329	$65,658
6	$46,143	$59,953	$73,763
7	$55,800	$72,503	$89,206
8	$59,540	$77,361	$95,182
9	$68,817	$94,968	$121,118
10	$87,546	$113,371	$139,197

FY 2017 Ordinance Pay Tables

Commissioner of the Revenue (COR) Pay Plan FY 2017		
Job Code	**Classification Title**	**Grade**
CR0005	Administrative Manager - COR	5
CR0006	Chief Deputy - COR	6
CR0007	Commissioner of the Revenue	7
CR0001	Deputy I - COR	1
CR0002	Deputy II - COR	2
CR0003	Deputy III - COR	3
CR0004	Supervising Deputy - COR	4

COR Pay Schedule Effective 7/1/16 - 1/6/17			
Grade	**Minimum**	**Midpoint**	**Maximum**
1	$26,657	$40,318	$53,979
2	$33,458	$50,722	$67,985
3	$42,525	$59,759	$76,993
4	$54,706	$71,082	$87,457
5	$58,373	$75,845	$93,316
6	$67,468	$93,106	$118,743
7	$85,829	$111,149	$136,468

COR Pay Schedule Effective 1/7/17 - 6/30/17			
Grade	**Minimum**	**Midpoint**	**Maximum**
1	$27,190	$41,124	$55,059
2	$34,127	$51,736	$69,345
3	$43,376	$60,954	$78,533
4	$55,800	$72,503	$89,206
5	$59,540	$77,361	$95,182
6	$68,817	$94,968	$121,118
7	$87,546	$113,371	$139,197

FY 2017 Ordinance Pay Tables

Commonwealth's Attorney (CWA) Pay Plan FY 2017		
Job Code	Classification Title	Grade
CA0004	Administrative Assistant - CWA	3
CA0012	Assistant Commonwealth's Attorney I	9
CA0013	Assistant Commonwealth's Attorney II	10
CA0014	Assistant Commonwealth's Attorney III	11
CA0016	Chief Deputy Commonwealth's Attorney	13
CA0017	Commonwealth's Attorney	14
CA0015	Deputy Commonwealth's Attorney	12
CA0011	Director of Communications - CWA*	7
CA0010	Executive Secretary / Assistant - CWA	7
CA0009	Legal Administrator - CWA	8
CA0008	Legal Assistant - CWA	6
CA0006	Legal Secretary I - CWA	2
CA0007	Legal Secretary II - CWA	4
CA0005	Paralegal - CWA	4
CA0003	Victim / Witness Program Director**	2
CA0001	Victim / Witness Program Advocate	1
CA0002	Victim / Witness Program Assistant	2

* Director of Communications will become Grade 8 effective 1/7/2017

** Victim / Witness Program Director will become Grade 3 effective 1/7/2017

CWA Pay Schedule Effective 7/1/16 - 1/6/17			
Grade	Minimum	Midpoint	Maximum
1	$22,193	$28,835	$35,478
2	$28,816	$37,441	$46,066
3	$33,456	$43,470	$53,484
4	$33,766	$43,625	$53,484
5	$37,661	$48,936	$60,210
6	$39,715	$51,601	$63,486
7	$45,240	$58,778	$72,316
8	$51,448	$66,882	$82,315
9	$53,282	$69,000	$84,719
10	$62,408	$41,185	$99,226
11	$73,155	$46,067	$116,317
12	$85,829	$111,149	$136,468
13	$95,519	$123,698	$151,877
14	$134,685	$174,417	$214,150

CWA Pay Schedule Effective 1/7/17 - 6/30/17			
Grade	Minimum	Midpoint	Maximum
1	$22,637	$29,412	$36,187
2	$29,392	$38,190	$46,987
3	$34,125	$44,339	$54,554
4	$35,454	$45,806	$56,158
5	$38,415	$49,914	$61,414
6	$40,509	$52,633	$64,756
7	$46,145	$59,953	$73,762
8	$52,477	$68,219	$83,962
9	$58,610	$75,900	$93,191
10	$65,528	$84,858	$104,187
11	$74,618	$96,630	$118,643
12	$87,545	$113,372	$139,198
13	$97,430	$126,172	$154,914
14	$137,379	$177,906	$218,433

FY 2017 Ordinance Pay Tables

Treasurer's (TRO) Pay Plan FY 2017		
Job Code	**Classification Title**	**Grade**
TR0005	Accountant I - TR	2
TR0006	Accountant II - TR	3
TR0007	Accountant III - TR	4
TR0008	Accounting Manager - TR	6
TR0002	Accounting Technician - TR	1
TR0004	Accounting Technician Supervisor - TR	3
TR0013	City Treasurer	8
TR0001	Customer Service Representative-TR	1
TR0012	Deputy Treasurer	7
TR0011	Division Manager - TR	5
TR0009	Fraud Investigator	4
TR0010	Office Manager - TR	4
TR0003	Accounting Technician, Senior - TR	2

TRO Pay Schedule Effective 7/1/16 - 1/6/17			
Grade	**Minimum**	**Midpoint**	**Maximum**
1	$24,683	$32,070	$39,458
2	$26,657	$34,638	$42,618
3	$36,603	$47,561	$58,519
4	$48,159	$62,576	$76,993
5	$51,309	$66,667	$82,024
6	$58,373	$75,845	$93,316
7	$62,332	$80,988	$99,645
8	$85,829	$111,149	$136,468

TRO Pay Schedule Effective 1/7/17 - 6/30/17			
Grade	**Minimum**	**Midpoint**	**Maximum**
1	$25,177	$32,712	$40,247
2	$27,190	$35,330	$43,470
3	$37,335	$48,512	$59,689
4	$49,122	$41,185	$78,533
5	$52,335	$46,067	$83,664
6	$59,540	$77,361	$95,182
7	$68,817	$94,968	$121,118
8	$87,546	$113,371	$139,197

FY 2017 Ordinance Pay Tables

Sheriff's Civilian (SHC) Pay Plan FY 2017		
Job Code	**Classification Title**	**Grade**
SC0012	Assistant Inmate Classification Manager	11
SC0007	Assistant Procurement Specialist	9
SC0019	Corrections Director	16
SC0013	Education Program Manager	11
SC0008	Education Programs Specialist	10
SC0005	Electronic Surveillance Supervisor	7
SC0009	Grievance Coordinator	10
SC0022	Fleet Coordinator - SC	4
SC0016	Human Resources & Budget Director	14
SC0020	Information Technology Systems Director	17
SC0015	Inmate Classification Manager	13
SC0010	Inmate Classification Specialist	10
SC0023	Inmate Rehabilitation Coordinator	12
SC0024	Investigations Director	14
SC0017	Legal Counsel	15
SC0025	Maintenance Mechanic - SC	4
SC0006	Microcomputer Systems Analyst - SC	8
SC0018	Network Engineer - SC	16
SC0026	Payroll & Benefits Coordinator	8
SC0011	Procurement Specialist - SC	10
SC0014	Public Affairs Officer	11
SC0001	Records Clerk	2
SC0002	Secretary I	3
SC0003	Secretary II	5
SC0004	Secretary to the Sheriff	6
SC0021	Sheriff	18
SC0027	Staff Accountant	10

FY 2017 Ordinance Pay Tables

SHC Pay Schedule Effective 7/1/2016 - 1/6/2017			
Grade	Minimum	Midpoint	Maximum
1	$23,857	$29,429	$35,000
2	$24,647	$31,914	$39,180
3	$27,174	$35,185	$43,196
4	$28,500	$37,000	$45,500
5	$29,959	$38,791	$47,623
6	$31,457	$40,731	$50,005
7	$33,030	$42,768	$52,505
8	$34,681	$44,906	$55,130
9	$35,706	$46,233	$56,760
10	$38,236	$49,509	$60,781
11	$42,155	$54,583	$67,011
12	$44,000	$57,250	$70,500
13	$46,476	$60,178	$73,880
14	$48,799	$63,187	$77,575
15	$50,242	$65,058	$79,873
16	$52,753	$68,307	$83,861
17	$58,962	$76,610	$94,258
18	$85,829	$111,149	$136,468

SHC Pay Schedule Effective 1/7/17 - 6/30/17			
Grade	Minimum	Midpoint	Maximum
1	$24,334	$30,017	$35,700
2	$25,140	$32,552	$39,964
3	$27,717	$35,889	$44,060
4	$29,070	$37,740	$46,410
5	$30,558	$39,567	$48,575
6	$32,086	$41,546	$51,005
7	$33,691	$43,623	$53,555
8	$35,375	$45,804	$56,233
9	$36,420	$47,158	$57,895
10	$39,001	$50,499	$61,997
11	$42,998	$55,675	$68,351
12	$44,880	$58,395	$71,910
13	$47,406	$61,382	$75,358
14	$49,775	$64,451	$79,127
15	$51,247	$66,359	$81,470
16	$53,808	$69,673	$85,538
17	$60,141	$78,142	$96,143
18	$87,546	$113,371	$139,197

FY 2017 Ordinance Pay Tables

Sheriff's Sworn (SHF) Pay Plan FY 2017		
Job Code	**Classification Title**	**Grade**
SS0002	Deputy Sheriff	2
SS0007	Deputy Sheriff (Captain)	6
SS0010	Deputy Sheriff (Colonel)	9
SS0004	Deputy Sheriff (Corporal)	3
SS0009	Deputy Sheriff (Lieutenant Colonel)	8
SS0006	Deputy Sheriff (Lieutenant)	5
SS0008	Deputy Sheriff (Major)	7
SS0003	Deputy Sheriff (Master)	2
SS0005	Deputy Sheriff (Sergeant)	4
SS0001	Work Release Crew Supervisor	1

FY 2017 Ordinance Pay Tables

Sheriff's Sworn (SHF) Pay Schedule FY 17										
GRADE	STEP									
	1	2	3	4	5	6	7	8	9	10
1	$32,703	$33,484	$34,284	$35,103	$35,944	$36,805	$37,686	$38,589	$39,516	$40,465
Hourly	$15.72	$16.10	$16.48	$16.88	$17.28	$17.69	$18.12	$18.55	$19.00	$19.45
2	$33,637	$34,441	$35,265	$36,109	$36,974	$37,861	$38,768	$39,697	$40,651	$41,628
Hourly	$16.17	$16.56	$16.95	$17.36	$17.78	$18.20	$18.64	$19.09	$19.54	$20.01
3	$36,974	$37,861	$38,768	$39,697	$40,651	$41,628	$42,630	$43,655	$44,707	$45,784
Hourly	$17.78	$18.20	$18.64	$19.09	$19.54	$20.01	$20.50	$20.99	$21.49	$22.01
4	$42,630	$43,655	$44,707	$45,784	$46,887	$48,018	$49,177	$50,364	$51,580	$52,827
Hourly	$20.50	$20.99	$21.49	$22.01	$22.54	$23.09	$23.64	$24.21	$24.80	$25.40
5	$44,707	$45,784	$46,887	$48,018	$49,177	$50,364	$51,580	$52,827	$54,105	$55,414
Hourly	$21.49	$22.01	$22.54	$23.09	$23.64	$24.21	$24.80	$25.40	$26.01	$26.64
6	$51,580	$52,827	$54,105	$55,414	$56,755	$58,130	$59,538	$60,982	$62,461	$63,976
Hourly	$24.80	$25.40	$26.01	$26.64	$27.29	$27.95	$28.62	$29.32	$30.03	$30.76
7	$54,105	$55,414	$56,756	$58,131	$59,539	$60,983	$62,462	$63,978	$65,532	$67,123
Hourly	$26.01	$26.64	$27.29	$27.95	$28.62	$29.32	$30.03	$30.76	$31.51	$32.27
8	$62,461	$63,976	$65,529	$67,121	$68,751	$70,422	$72,133	$73,888	$75,686	$77,529
Hourly	$30.03	$30.76	$31.50	$32.27	$33.05	$33.86	$34.68	$35.52	$36.39	$37.27
9	$65,529	$67,121	$68,751	$70,422	$72,133	$73,888	$75,686	$77,529	$79,417	$81,351
Hourly	$31.50	$32.27	$33.05	$33.86	$34.68	$35.52	$36.39	$37.27	$38.18	$39.11

FY 2017 Ordinance Pay Tables

Sheriff's Sworn (SHF) Pay Schedule FY 17										
GRADE	STEP									
	11	12	13	14	15	16	17	18	19	20
1	$41,437	$42,434	$43,455	$44,501	$45,573	$46,670	$47,796	$48,950	$50,131	$51,342
Hourly	$19.92	$20.40	$20.89	$21.39	$21.91	$22.44	$22.98	$23.53	$24.10	$24.65
2	$42,630	$43,655	$44,707	$45,784	$46,887	$48,018	$49,177	$50,364	$51,580	$52,827
Hourly	$20.50	$20.99	$21.49	$22.01	$22.54	$23.09	$23.64	$24.21	$24.80	$25.40
3	$46,887	$48,018	$49,177	$50,364	$51,580	$52,827	$54,105	$55,414	$56,755	$58,130
Hourly	$22.54	$23.09	$23.64	$24.21	$24.80	$25.40	$26.01	$26.64	$27.29	$27.95
4	$54,105	$55,414	$56,755	$58,130	$59,538	$60,982	$62,461	$63,976	$65,529	$67,121
Hourly	$26.01	$26.64	$27.29	$27.95	$28.62	$29.32	$30.03	$30.76	$31.50	$32.27
5	$56,755	$58,130	$59,538	$60,982	$62,461	$63,976	$65,529	$67,121	$68,751	$70,422
Hourly	$27.29	$27.95	$28.62	$29.32	$30.03	$30.76	$31.50	$32.27	$33.05	$33.86
6	$65,529	$67,121	$68,751	$70,422	$72,133	$73,888	$75,686	$77,529	$79,417	$81,351
Hourly	$31.50	$32.27	$33.05	$33.86	$34.68	$35.52	$36.39	$37.27	$38.18	$39.11
7	$68,754	$70,425	$72,138	$73,893	$75,691	$77,533	$79,422	$81,356	$83,339	$85,370
Hourly	$33.05	$33.86	$34.68	$35.53	$36.39	$37.28	$38.18	$39.11	$40.07	$41.04
8	$79,417	$81,351	$83,333	$85,365	$87,445	$89,578	$91,763	$94,002	$96,297	$98,647
Hourly	$38.18	$39.11	$40.06	$41.04	$42.04	$43.07	$44.12	$45.19	$46.30	$47.43
9	$83,333	$85,365	$87,445	$89,578	$91,763	$94,002	$96,297	$98,647	$101,057	$103,525
Hourly	$40.06	$41.04	$42.04	$43.07	$44.12	$45.19	$46.30	$47.43	$48.59	$49.77

REGULATIONS FOR THE ADMINISTRATION OF THE FY 2017 COMPENSATION PLAN

Section 1. Authority and Discretion

(1) This compensation plan applies to all employees who hold classifications within this plan for the City of Norfolk. No officer or employee of the City shall have the authority by reference, omission, or error to change the content and administration of the City of Norfolk Compensation Plan.

(2) The City Attorney has the same authority and discretion as the City Manager for classifications that fall under the Department of Law.

Section 2. Classification Updates

(1) Deletions - The elimination of a classification is due primarily to efficiency and effectiveness. Affected employees shall be governed by the reduction-in-force provisions.

(2) Additions – The City Manager or designee is authorized to create classifications during the fiscal year, as determined by operational needs.

Section 3. Constitutional and State Board Appointed Employees

This Compensation Plan assigns pay grades to certain class titles applicable only to persons who are not employees of the City, but who are employed by other governmental officials, such as those of the Director of Elections. In addition, certain class titles listed in this Compensation Plan may be assigned not only to persons who are City employees, but also to certain other persons not employed by the City. Nothing in this Compensation Plan is intended to alter the employment status of persons employed by officials or entities other than the City of Norfolk and inclusion of class titles applicable to such persons in this Plan shall not have that result. Although the pay grades, pay rates and regulations contained in this Plan may be used by governmental officials and entities other than the City, at their discretion, with respect to the compensation of their employees, no such application shall be deemed to render such persons City employees, or to grant them any rights applicable to City employees.

Section 4. Definitions

"Classification" - A group of positions or other employments authorized by ordinance, e.g., special projects, which are sufficiently alike in duties and responsibilities that they are placed in the same classification specification by the Civil Service Commission and described by the same title and assigned to the same pay grade in this Compensation Plan. In the case of positions exempted from the classified service, the term "classification" is used for convenience only, as the Civil Service Commission has no authority in relation to such positions.

"Classified" – All classes of positions that have certain rights and privileges.

"Employee" - As used in these regulations, includes employees and officers of the City whose compensation is specified in this Compensation Plan.

"FLSA" - The Fair Labor Standards Act.

"Exempt Employees" - Employees who are not covered by or are exempted from the minimum wage and overtime provisions of the Fair Labor Standards Act.

"Non-exempt Employees" - Employees who are subject to the minimum wage and overtime provisions of the Fair Labor Standards Act.

"Pay Grade" - A series of specific pay rates assigned to a classification as the compensation for that classification.

"Pay Rate" - A specific dollar amount, expressed as either an annual or hourly rate as shown in the Compensation Plan schedules.

"Regular Rate of Pay" - An hourly rate for non-exempt employees determined by dividing total remuneration for employment (calculated in accordance with the FLSA) in any work week by 40, or, in the case of fire protection/emergency medical, or law enforcement employees, by the number of hours in the applicable declared work period established pursuant to Section 7(k) of the FLSA and Section 9.1-701 of the Virginia Code.

"Red-Circle" - A designation for salaries that exceed the maximum of a specified pay range. Typically an employee is not eligible for pay increases until the salary is below the maximum of the pay range.

"Unclassified" – All classes of positions that serve at the will of the city.

Section 5. Demotions

(1) Voluntary – The salary shall be placed at any pay rate within the lower classification, at the discretion of the City Manager or designee not to exceed the employee's current salary.

Involuntary – The salary of an employee demoted due to a corrective action will be reduced by at least 5% within the new pay range or to an amount approved by the City Manager or designee, not to exceed the maximum salary of the new pay range.

(2) When an employee is demoted during a promotional probationary period, the salary shall be reduced to the pay rate formerly received prior to promotion.

Section 6. Salary Adjustments

(1) When recommended in writing by a department head endorsed by the Director of Human Resources, and available funds are certified by the Director of Budget and Strategic Planning, the City Manager or designee may authorize one administrative pay adjustment per fiscal year, based upon objective criteria, including but not limited to the following:

(a) To meet bona fide external job offers, when loss of an employee's service would be considered detrimental to the City. An employee must furnish a copy of the external job offer on the prospective employer's stationery; or

(b) Internal equity – A review of relevant circumstances surrounding the request should be submitted (for example, the same facts for other job classes affected, such as length of service, hire date, pay grade and step, educational background, experience, scarcity of the hiring pool at the time of employment, and similar factors); or

(c) Value added to the organization – It is recognized that situations change over time and the value of an individual may be enhanced by various dynamic circumstances, such

that an individual should be rewarded for demonstrated value to the department/organization.

(2) The City Manager or designee is authorized to recommend and approve bonuses for, but not limited to, exceptionally meritorious service, if funds are available within departmental salary accounts. Only one bonus per individual may be authorized during the fiscal year. While bonuses are generally limited to no more than five percent (5%), the City Manager can approve a higher percentage. Bonuses will not be included in an employee's base wages or retirement calculation.

(3) In the event that the federal minimum wage rate is higher than the minimum of the pay grade, all employees will be paid at least the federal minimum wage rate.

(4) When the minimum pay rate in a pay grade for any Division of Social Services classification is below the minimum salary mandated for that classification by the Commonwealth of Virginia, the City Manager shall increase the compensation to the Commonwealth-specified minimum salary.

(5) The City Manager or designee may authorize special assignment pay not to exceed pay grade maximum, when he assigns an employee additional duties that are significantly outside of their normal job responsibilities for at least fifteen (15) days. When the special assignment is discontinued, an employee's compensation shall revert to the salary previously paid prior to such assignment.

(6) Employees in step based pay plans may receive step increases on a schedule as determined by City Manager or designee.

(7) All pay changes or adjustments shall become effective on the first day of the respective pay period that follows the approval of the City Manager or designee, unless otherwise specified. If the approval date and the first day of the respective pay period coincide, the adjustment shall become effective on that date.

(8) The City Manager may disburse funds in support of a pay-for-performance initiative.

Section 7. <u>Inclusiveness of Specified Compensation</u>

The rates of compensation specified in these regulations and the other tables, appendices and attachments to the Compensation Plan ordinance, for the positions with the classifications listed constitute the total monetary compensation of the regular, full-time employees and officers holding such positions as members of the classified or unclassified service and of those holding them as members of neither service (e.g., special project employees). Also, to the extent funds are available, the City Manager or designee may provide payment and/or reimbursement of monies authorized in advance and incurred as an incident of employment related to attraction, retention, motivation and/or development.

The following additional compensation for Council Appointees are as follows:

(1) The City Manager:

(a) the use of a City car or to receive a monthly car allowance of $833.33. If the car allowance is elected, that supplemental pay shall be counted as earnable compensation for the calculation of retirement pension benefits;

(b) a contribution in the amount of $20,000.00 to the City Manager's section 401 account;

(c) payment of health, dental and vision insurance premium costs;

(d) payment of disability insurance premium costs;

(e) payment of mandated Virginia Retirement System life insurance premium costs;

(f) enrollment fees for membership into three professional organizations; and

(g) severance payment, in addition to payout of leave balances, if involuntarily terminated or any reason other than malfeasance or a criminal offense, in the following amounts: if terminated during the first two years of employment, one year of severance pay at current rate; if terminated during the third year or any time thereafter, nine months of severance pay at current rate.

(2) The City Attorney:

(a) the use of a City car or to receive a monthly car allowance of $833.33. If the car allowance is elected, that supplemental pay shall be counted as earnable compensation for the calculation of retirement pension benefits;

(b) a contribution into a 457 account in an amount equal to the maximum allowable, including "catch up" contributions and cost of living adjustments. Such contributions will be considered earnable compensation for the calculation of retirement pension benefits.

Section 8. <u>Living Wage</u>

Effective January 7, 2017 the living wage for permanent employees will increase from $24,250 annually ($11.65865/hr.) to $24,300 annually ($11.68269/hr.).

Section 9. <u>New Hire Compensation</u>

(1) Every person whose position is included within a classification listed in this Compensation Plan, shall be employed at the minimum rate of the pay grade established for the classification, except as otherwise provided, subject to the availability of funds.

In the case of a new appointee whose experience and qualifications exceed the minimum qualifications for the position:

- A department director may authorize an initial salary up to 15% above the minimum of the pay range for the position.
- The Director of Human Resources may authorize an initial salary up to the midpoint of the pay range.
- The City Manager or designee may authorize a salary beyond the midpoint of the pay range.
- The City Council, in cases of persons whose appointments it confirms, may authorize employment at any rate in such pay grade.

(2) Persons initially employed in Special Project status who move to a permanent position of the same title and grade in the classified service pursuant to the rules and with the approval of the Civil Service Commission, shall have no change in compensation, unless a higher pay rate, based on a clearly identified business need, is authorized by the City Manager.

Section 10. Overtime and Related Provisions

(A) General Provisions

(1) No employee shall be entitled to or shall receive any additional monetary compensation or shall be granted any compensatory time off for hours of work in excess of the standard work day, as defined in Section 2-47 of the City Code, except as provided herein.

(2) For the purposes of determining eligibility for compensation for overtime work, City employees are assigned to two eligibility categories:

(a) Non-Exempt – Employees, who under the FLSA, are required to receive monetary compensation or compensatory time for overtime work in accordance with the FLSA:

i. at the rate of one and one-half times their regular rate of pay, or compensatory time equal to one and one-half times the number of hours actually worked in excess of 40 hours in a work week; or

ii. in the case of fire protection and law enforcement personnel on a work period between 7 and 28 days, at a rate established pursuant to 29 U.S.C. §207(k) of the Federal Code and §9.1-701 of the Virginia Code.

(b) Exempt - Employees who are exempt from the FLSA and are not eligible to receive either monetary overtime compensation or compensatory time off for overtime work.

(3) Non-exempt employees will be eligible for monetary overtime compensation or compensatory time off when, by reason of necessity or emergency, they are required to work in excess of 40 hours per week, or for fire protection and law enforcement personnel, in excess of the rate established pursuant to 29 U.S.C. §207(k) of the Federal Code and §9.1-701 of the Virginia Code.

(a) All periods of paid leave should be counted towards eligibility of overtime for sworn public safety employees.

(b) Paid time off will not be counted as hours worked toward achieving eligibility for overtime status for non-sworn employees, unless provided under administrative policy.

(c) Department heads or their designees are authorized to approve overtime work for non-exempt employees. An agreement between department heads or their designees and the individual employee must be reached prior to performance of overtime work, if compensatory time is to be given in lieu of monetary overtime.

(4) Exempt employees will not be eligible for either compensatory time or monetary overtime pay. Non-exempt employees permanently transitioning to exempt positions must be paid out for unused compensatory time.

(5) Compensatory time is subject to the following limits:

(a) Eligible non-sworn employees may not accrue more than 240 hours of compensatory time (160 hours of actual overtime worked). Employees who have accrued 240 hours of compensatory time off will be paid monetary overtime for additional overtime hours of work.

(b) Sworn employees may not accrue more than 480 hours of compensatory time (320 hours of actual overtime worked). Sworn employees who have accrued 480 hours of compensatory time off will be paid monetary overtime for additional overtime hours of work.

(c) A non-exempt employee who has accumulated overtime may request compensatory time off and such compensatory time off shall be granted within a reasonable period of time, so long as it does not unduly disrupt the affected Department's operation.

(d) Upon termination of employment, an employee shall be paid for unused compensatory time earned at a rate not less than (i) the average regular rate received by such employee during the last 3 years of employment, or (ii) the final regular rate received by such employee, whichever is higher.

(e) Upon request by a department head, the City Manager may authorize payment of monetary overtime, if determined that an allowance of compensatory time off would adversely affect the operations of the City, and when funds are available.

(6) General non-exempt employees assigned to a designated task system of operation are ineligible for overtime during the performance of their designated tasks unless:

(a) The designated task requires more than 8 hours of work in any one day or more than 10 hours of work in any one work day for employees assigned to a 4-day, 10-hour per day work week; or

(b) Employees have completed their designated tasks for the day and are assigned additional tasks; or

(c) They are required to work in excess of 40 hours in a work week.

(d) The designated tasks for each employee operating under a task system shall be set forth in writing by the Department Head.

(e) Employees performing overtime work as defined in this paragraph shall be entitled to monetary overtime or compensatory time off for each hour they are required to perform such work, in accordance with the regulations set forth in this plan.

(B) <u>Training</u>

(1) When state and/or federally mandated recertification training requirements cannot be accommodated during scheduled work periods, and when this circumstance has been certified, in writing, by the Director of Human Resources, employees may be granted off-duty training time, on an hour for hour basis, including the taking of the final examination, that can only be offered to them by management during off-duty hours. Such time will not be extended to include travel time. Non-exempt fire-rescue employees required to participate in state-mandated Advanced Life Support recertification training will only be eligible to receive this compensation once every three years, in accordance with Virginia Department of Health, Office of Emergency Medical Services recertification periods.

(2) Training required by the employer as part of an employee's normal assignments, other than training required for state and/or federal recertification, shall be considered as hours worked, and any overtime hours necessitated by such requirement shall be paid for in accordance with the FLSA and regulations herein.

(C) Official Holidays

In all cases where employees are required to work on any designated holiday, the following provisions will apply.

(1) Non-exempt employees will receive monetary compensation equal to one and one-half times the hourly pay rate established for their classification (except for the birthday holiday and diversity holiday). In addition, these employees will be granted time off, equal to hours actually worked during their normally scheduled work hours, in lieu of the holiday; provided, however, that Refuse Collectors, Refuse Collection Supervisors, Refuse Inspectors and Waterworks Operator classifications may choose a holiday leave credit day or monetary pay (at straight time) for holidays designated by the department's Director, subject to the availability of funds for monetary pay. The extra hourly payments for holiday work will not be included in computing the employee's regular rate of pay for overtime computation purposes in accordance with the FLSA. Employees required to work on their birthday holiday and/or the diversity holiday will be compensated at the pay rate established for their classification.

(2) Exempt employees receive holiday leave credit equivalent to hours actually worked up to their regularly scheduled work hours.

(3) Holiday leave credit for holiday service must be used within twelve (12) months from the holiday for which it is granted. Upon the request of a Department Head, the City Manager may authorize monetary payment for holiday leave credit.

(4) When an employee's normal weekly work schedule includes a Saturday or a Sunday, and a designated holiday falls on a scheduled weekend work day, the holiday shall be observed by such employee on the actual work day on which it occurs, rather than on the preceding Friday or the Monday thereafter.

(5) When an employee is not scheduled to work on a holiday, or on the day preceding a holiday which falls on a Saturday, or on the day following a holiday which falls on a Sunday, such employee shall work his or her normal work schedule for the week the holiday is observed, and shall be granted, in lieu of a holiday, holiday leave credit equivalent in hours to the number of hours such employee would have accrued in accordance with Section 2-48 of the City Code if he or she had been scheduled to work on the holiday.

(6) Holiday leave credit earned in accordance with these regulations pertaining to holidays may only be used after the occurrence of the holiday.

(7) An employee may receive only one holiday premium during any given holiday (24-hour period).

(D) Special Provisions for Emergency Declarations

The City Manager may determine that an emergency situation merits the modification or suspension of basic City services, and is authorized to take such action and provide paid emergency leave to non-essential personnel and additional appropriate compensation or leave to employees required to work during this period. Any such declarations made by the City Manager shall be immediately shared with the City Council.

(E) Special Provisions for Specific Job Classifications

(1) Whenever an eligible employee, not working a regular tour of duty, is required to appear in court for the purpose of testifying on behalf of the Commonwealth of Virginia or the City of Norfolk, or to give a deposition in lieu of appearing, to testify to the facts which arise within the scope of his or her employment with the City of Norfolk, such employee shall receive monetary overtime compensation equal to one and one-half times the hourly rate of pay established for such classifications for each hour he or she is required to be present in such court or at such proceeding. The minimum time for which such overtime compensation shall be payable will be one hour and payment after the first hour will be computed in increments of 15 minutes. The extra half-time payment for such appearances shall not be included in computing the employee's regular rate of pay for overtime computation purposes in accordance with the FLSA. Such employees who are required to appear for any of the above purposes who are on sick leave or receiving worker's compensation because of a work related disability shall not be entitled to such overtime compensation.

(2) Whenever an employee who is absent from duty on leave without pay status or on suspension, is required by the City to appear in a civil or criminal court, or at a hearing before an agency of the Commonwealth of Virginia, or to give a deposition in lieu of appearing, to testify to facts which arise within the scope of his or her employment with the City of Norfolk, such employees shall receive compensation equal to the hourly rate of pay established for such classifications for each hour he or she is required to be present in such court or at such proceeding. Such employees shall not be entitled to overtime compensation for such appearances.

(3) Whenever a former employee of the City is required by the City to appear in a civil or criminal court, or at a hearing before an agency of the Commonwealth of Virginia, or to give a deposition in lieu of appearing or for discovery purposes, by subpoena or otherwise, to testify to facts which arose within the scope of his or her employment with the City, such former employee shall receive an hourly stipend of ten dollars ($10.00) for every hour or any part thereof required to appear.

Section 11. <u>Part-Time Employment</u>

Employees holding positions who work fewer hours than full-time employees will receive compensation proportionate to their hours worked within such classification.

Section 12. <u>Promotions and Reclassifications</u>

(1) When an employee is promoted through a competitive process or automatic reclassification to a position where the minimum pay rate of the new grade is greater than the minimum pay rate of the former grade, the Department Head may authorize an initial salary of at least five percent (5%) to fifteen percent (15%) above the current salary; or up to fifteen percent (15%) above the new grade minimum. Promotional salaries must be at or above the minimum of the new pay grade. The City Manager or designee may authorize a higher promotional percentage, in cases of business necessity, where an employee's experience and qualifications exceed the minimum qualifications of the position.

(2) Promoted sworn police employees will receive a salary at least five percent (5%) above the former salary or the minimum of the new pay grade, whichever is greater.

(3) In no event shall an employee's salary, promoted under this sub-section, exceed the maximum of the new pay grade.

(4) An employee whose position is reclassified to a classification having a higher midpoint of the pay range will receive at least the minimum of the new pay range, or that level in such pay

range which affords the employee an increase of five percent (5%). If the position is reclassified to a classification in the same pay range, the employee's salary will remain unchanged. If the position is reclassified to a classification having a lower midpoint of the pay range, the employee's salary will be reduced by five percent (5%) or to a level within the new range not to exceed the maximum.

(5) Automatic Reclassifications within the following job class series shall be treated (for pay purposes) as promotions, in accordance with regulations specified in Subsection (1):

- Benefit Programs Specialist I to Benefit Programs Specialist II
- Civil Engineer I through Civil Engineer III
- Construction Inspector I to Construction Inspector II
- Environmental Specialist I to Environmental Specialist II
- Firefighter Recruit through Firefighter-EMT-Paramedic
- Police Recruit to Police Officer
- Public Safety Telecommunicator Trainee through Public Safety Telecommunicator II
- Real Estate Appraiser I through Real Estate Appraiser III
- Traffic Maintenance Technician I through Traffic Maintenance Technician III
- Traffic Sign Fabricator I to Traffic Sign Fabricator II
- Traffic Signal Technician I through Traffic Signal Technician IV
- Waterworks Operator I through Waterworks Operator IV
- City Planning Technician to City Planning Technician, Senior
- City Planner I through City Planner III
- Zoning Inspector I through Zoning Inspector III

All promotions and reclassifications are effective on the first day of the respective pay period that follows the approval of the Civil Service Commission, City Manager or designee, unless otherwise specified. If the approval date and the first day of the respective pay period coincide, the promotion or reclassification shall become effective on that date.

Section 13. <u>Regrading of Job Classes</u>

(1) When an employee's classification is assigned to a higher pay grade (regrade), the employee's salary shall be increased to the minimum pay rate of the new pay grade.

(2) If an employee's salary exceeds the minimum rate of the new pay grade, the employee's salary may be increased by a percentage determined by the City Manager or designee.

Section 14. <u>Reinstatement</u>

An employee reinstated to a previously held position may be reinstated to the salary earned at the time of separation.

Section 15. <u>Additional Compensation</u>

(1) Supplemental compensation authorized by this section and the attached Supplemental Pay, Bonus and Incentive Appendices will be included in calculating the regular rate of pay of non-exempt employees, as required by the FLSA. Exempt employees will not be eligible for supplements, unless indicated.

(2) Only permanent employees are eligible for supplemental compensation, unless otherwise indicated.

(3) During any part of a month when an employee is absent from duty on leave without pay status, or is on suspension without pay, such employee shall not be entitled to be credited with or to receive any special duty pay authorized herein for the portion of the month for which the employee is not receiving pay as noted above.

(4) No special duty pay will be considered in the computation of salary increases to which an employee is eligible due to promotion, reclassification, annual increments, or merit pay adjustments.

(5) Special duty pay is not considered as a promotion or reclassification, and will not alter an employee's classification or pay grade.

(6) Permanent employees who are regularly required to perform service at night, shall receive their normal compensation plus a sum equal to ten percent (10%) of the pay rate as established. Such additional compensation shall only be paid to employees working a fixed shift where one-half or more of the employee's regular working hours are scheduled after 5:00 p.m. and shall not be paid to sworn members of the Departments of Fire-Rescue and Police nor the Office of Emergency Preparedness and Response (OEPR). In addition, employees working a rotating shift or a shift which otherwise requires them to periodically work at night are excluded. A fixed shift basis of employment is one in which the regular working hours are identical each working day for a period of not less than 90 calendar days. A rotating shift is one in which the hours of work fluctuate on a regular basis or irregular basis.

(7) Employees in classifications assigned to certain duties and meeting specified criteria, shall receive the indicated supplement amounts as described in the attached Supplemental Pay Appendices.

(8) The following supplements are included in the calculation of retirement credit for sworn employees:

(a) Education Pay

(b) Senior and Master Police Officer

(c) Gun allowance (Fire-Rescue)

(9) Sworn fire-rescue personnel designated as Master Firefighter who meet and maintain service and performance requirements specified in the Standard Operating Procedures for obtaining the Master Firefighter designation will receive compensation, in addition to their regular pay rate, authorized in the respective General Order and approved by the Director of Public Safety.

Section 16. <u>On-Call</u>

(1) On-call status applies to all hours other than an employee's regularly scheduled work hours on weekdays and 24 hours on Saturday and on Sunday. An employee scheduled for on-call who is on approved sick leave (due to illness) for a full day would not be eligible for on-call on that day.

(2) Non-exempt employees whose positions are approved by the City Manager for additional compensation for serving in an on-call status will be paid, in addition to their regular pay rates, according to one, and only one, of the following:

(a) $112.00 for each full weekly period of assigned on-call duty;

(b) $136.00 for each full weekly period of assigned on-call duty, if any holiday designated in City Code Section 2-48 occurs within that week;

(c) $16.00 for each full day of on-call duty; or

(d) $40.00 for any holiday designated in City Code Section 2-48.

(3) Employees designated in on-call status on a holiday or for any full week in which a holiday falls may receive only one on-call premium, pursuant to either but not both subsection (2) (b) or (2) (d) above.

Section 17. <u>Temporary Acting Service</u>

(1) Whenever a classified employee is assigned, by the City Manager or designee to serve in a temporary acting capacity in a higher pay grade, such employee, during the period of such service, shall receive compensation of at least 5% of their current salary or the minimum rate of the new classification, whichever is greater; or as provided under (2).

(2) If the employee's salary in his/her permanent classification exceeds the minimum rate of the temporary classification, he/she shall be compensated as follows:

(a) When an employee is assigned to serve in temporary acting capacity in a position where the minimum pay rate of the new pay grade is 15% or greater than the minimum rate of the former pay grade, the employee's salary shall be increased to the greater of the minimum rate of the new pay grade or 10% above the former salary.

(b) When an employee is assigned to serve in temporary acting capacity in a position where the minimum pay rate of the new pay grade is less than 15% above the minimum pay rate of the former pay grade, the employee's salary shall be increased to the greater of the minimum rate of the new pay grade or 5% above the former salary.

(3) Whenever members of the unclassified service are assigned to serve in a temporary acting capacity in a higher pay grade, the City Manager may authorize, based on objective criteria, the salary of the employee to be at any specific dollar amount within the pay grade assigned to such classification.

(4) When temporary acting service is discontinued, an employee's compensation shall revert to the employee's previous salary including any applicable salary adjustments.

(5) Temporary Acting Service, for classified employees, shall be no longer than 180 days unless approved by the Civil Service Commission. In no event shall such service be permitted for longer than two years.

Section 18. <u>Transfers and Reassignments</u>

An employee transferred or reassigned to a position in the same pay grade will receive no change in salary unless authorized by the City Manager or designee.

Section 19. Leave Payout

(1) Remaining accrued annual leave (up to the carryover limit specified) for an employee who has left City service will be paid as part of the normal payroll schedule.

(2) Any remaining annual leave (up to the carryover limit specified) may be requested as payout following a period of pre-disciplinary leave or disciplinary suspension of at least thirty (30) days. Requests for a lump sum payout must be submitted in writing to the Department of Human Resources.

Section 20. Severance Pay

(1) The City Manager, with reasonable discretion, may award severance pay to any non-probationary member of the classified service of the City separated due to a reduction in force.

(2) The City Manager, with reasonable discretion, may award severance pay to any member of the unclassified service of the City separated due to desired changes in leadership.

(3) This severance pay shall be in addition to any salary or leave pay to which such employee may be entitled through the actual date of separation.

(4) The City Manager shall exercise this discretion within the following limitations, including available funding:

Completed Years of Service	Severance
1 - 2	1 month salary
More than 2 and less than 5	2 months' salary
5 years and above	3 months' salary

Section 21. Corrections

When reported errors or mistakes in the application of the compensation plan are verified by the Director of Human Resources, the City Manager or designee will determine the appropriate corrective action. Pending the City Manager's approval, the Director of Human Resources will take immediate action to prevent continued overpayment or underpayment of any salary.

Appendix 1 - Job Assignment Supplements

Employees in the following departments and classifications assigned to the following duties and meeting the specified criteria, shall receive the indicated supplement amounts, in addition to their regular pay rates:

Department/Division	Job Class(es)	Supplement Amount	Other Information
Cultural Facilities, Arts & Entertainment	Operations and Engineering staff (nonexempt)	$25/day for each consecutive day (full shift) worked beyond the initial 7-day period	Must have initially worked a full shift for seven consecutive days to assist with change overs or other operational requirements for events or shows
OEPR	Public Safety Telecommunicator II	5% of regular pay rate	Public Safety Master Telecommunicator
General Services	• Electrician I • Electrician II • Plumber • Plumber, Senior	$0.50 per hour for Master Journeyman License	
General Services/Fleet Management	• Automotive Repair Technician • Automotive Repair Technician, Senior • Autobody Repair Mechanic • Autobody Repair Mechanic, Senior • Automotive Machinist Welder	$42/month	Tool allowance
General Services/Fleet Management	• Autobody Repair Mechanic • Automotive Repair Technician • Automotive Service Attendant • Automotive Repair Technician, Senior *(ineligible for VA State Inspection supplement)* • Autobody Repair Mechanic, Senior • Welder	• $0.10 per hour for each automotive Certification currently held; up to 9 • $0.25 per hour for each EVT / Master Certification; maximum of 2 • $0.25 per hour for successfully completing the State Inspection program	Automotive Service Excellence (ASE) Certification Emergency Vehicle Technician (EVT)/Master Certification Virginia State Inspection Certification
General Services/Parking	Parking Attendants and Customer Service Reps	$25/shift	For non-special event 24/7 automated lane coverage 9:30pm – 6:00am Sunday through Friday and 11:00pm – 7:30am Saturday

Supplemental Pay, Bonus and Incentive Appendices

Department/Division	Job Class(es)	Supplement Amount	Other Information
Human Services/DSS	• Family Services Worker I, II and III • Family Services Supervisor	$150/month	Assigned to provide mandated child protective services
Norfolk Community Services Board	Clinician	$150/assessment	VICAP Assessment – Child
Norfolk Community Services Board	Clinician	$60/assessment	VICAP Assessment - Adult
Norfolk Community Services Board	Registered Nurse	$65 per two hour block beyond regular work shift	Crisis Stabilization staff, Supervisor must approve additional time beyond regular work shift
Norfolk Community Services Board	Emergency Services Counselor and other applicable classes	$50 per two hour block beyond regular work shift	Emergency Services staff Supervisor must approve additional time beyond regular work shift
Police	School Crossing Guard	Minimum one hour's pay per shift	
Public Works/Waste Management	Refuse Collector Apprentice	$32/week	While temporarily assigned to operate refuse packers which are designed for crews of less than three persons
Public Works/Waste Management	Refuse Collector, Senior	5% of regular pay rate	For the duration of assignment to the household hazardous waste collection site to handle, prepare, and package specific materials (must have OSHA HAZWOPER certification)
Recreation, Parks & Open Space/Parks & Forestry	Maintenance Mechanic II & III	$42/month	Tool allowance
Recreation, Parks & Open Space/ Recreation	Lifeguard (Beach Lifeguard/Captain Beach Lifeguard/Lieutenant)	• Additional $6.50 per hour while acting as Beach Lifeguard Captain • Additional $2.00 per hour while acting as Beach Lifeguard Lieutenant	Supervising seasonal part-time Lifeguards from May through Labor Day
Utilities	Assigned Wastewater Pump Station staff	Additional 10% of hourly rate for duration of assignment	For each full day of duty providing wet well cleaning and maintenance
Utilities	Assigned Water Distribution and Wastewater staff	10% of regular pay rate	Permanent shift assignment of Friday through Monday
Various City departments	Various	$30 per hour during training	CERT-trainers

Appendix 2 - Fire Supplements

Sworn fire-rescue personnel assigned to the following special duty assignments shall receive the specified amounts, in addition to their regular pay rates, for the duration of such assignments:

Assignment	Amount	Eligibility	Other Information
Battalion Chief Aide	$80/month	As assigned	For duration of assignment
Equipment Service Technician	$80/month	As assigned	For duration of assignment
Fire Apparatus Operator	$80/month	As assigned	For duration of assignment
Fire/Field Training Instructor	3% of minimum pay rate for pay grade	As assigned	For duration of assignment
Investigator/Dog Handler	$70/month	As assigned	For duration of assignment; stipend to defray dog care-related expenses; not included in calculation of regular rate of pay, consistent with FLSA

Sworn fire-rescue personnel eligible for the following supplements shall receive the specified amounts, in addition to their regular pay rates for the duration of such assignments:

Supplements	Amount	Eligibility	Other Information
• Acting Fire Lieutenant • Acting Fire Captain • Acting Battalion Chief • Acting Assistant Chief	$1.00/hour	As assigned	For duration of assignment
• Acting Fire Apparatus Operator • Acting Battalion Chief Aide	$4.00 per 12-hour period	As assigned	12 day-time or 12 night-time hours
Acting Hazmat and Technical Rescue Company	5% of regular pay rate	Completion of training and as assigned	For duration of assignment
Firearm Allowance	$100/month	• Chief assigned as Fire Marshal • Captain assigned as Lead Fire Investigator • Firefighters assigned as Assistant Fire Investigators • Hazardous Material Inspectors • Assistant Fire Marshals	Must be certified as law enforcement officers and required to carry a firearm on their persons when off duty, for the duration of such assignments
HAZMAT and Technical Rescue Company	5% of regular pay rate	Completion of training and formal assignment to applicable company	For duration of assignment

Supplements	Amount	Eligibility	Other Information
Fire-Rescue Officer (Current VA-certified as EMT-Cardiac or EMT-Intermediate)	$117/month	• Fire Lieutenants • Fire Captains • Battalion Fire Chiefs	Employees must be sanctioned by the City of Norfolk Medical Director to practice as EMT-Cardiac or EMT-Intermediate and must be directly involved in: 1) providing "hands-on" emergency medical care to patients; or 2) direct supervision of certified emergency medical services staff involved in the delivery of patient care; or 3) providing classroom or practical instruction in Virginia Health Department curricula for Emergency medical Certification or recertification training
Fire-Rescue Officer (Current VA-certified as EMT-Paramedic)	$292/month	• Fire Lieutenants • Fire Captains • Battalion Fire Chiefs	Employees must be sanctioned by the City of Norfolk Medical Director to practice as EMT-Paramedic and must be directly involved in: 1) Providing "hands-on" emergency medical care to patients; or 2) Direct supervision of Certified emergency Medical services staff involved in the delivery of patient care; or 3) Providing classroom or practical instruction in Virginia Health Department curricula for emergency medical Certification or recertification training
Education Pay	$42/month	Assistant Fire Chief rank or below	• Associate's or Bachelor's Degree in any program certified by the Chief of Fire-Rescue as relevant to the performance of the employee's position. • Limited to one supplement, regardless of the number of degrees.
Honor Guard	$42/month	As Assigned	For duration of assignment

Appendix 3 - Police Supplements

Sworn police officers assigned to the following special duty assignments shall receive the specified amounts, in addition to their regular pay rates, for the duration of such assignments:

Assignment	Amount	Eligibility	Other Information
Diver	$35/month	As assigned	For duration of assignment
Field Training Instructor	$80/month	As assigned	For duration of assignment
Investigator	$60/month	As assigned	For duration of assignment
• Investigator / Drug Dog Handler • Police K-9 Officer	$70/month	As assigned	For duration of assignment; stipend to defray dog care-related expenses; not included in calculation of regular rate of pay, consistent with FLSA
Master Police Officer	$500/month	GO 99-002	For duration of assignment

Sworn police officers eligible for the following supplements shall receive the specified amounts, in addition to their regular pay rates for the duration of such assignments:

Supplements	Amount	Eligibility	Other Information
Bilingual pay	$30/month	Police Officers certified by Chief of Police and Human Resources as having Applicable Spanish Language skills.	Supplement to assist NPD with serving the increasing population of Hispanic citizens
Clothing Allowance	$65/month	1) Sworn employees assigned to the: Criminal Investigations Bureau, Internal Affairs Division, Criminal Intelligence Unit; 2) Commanding Officer – Criminal Investigations Bureau; 3) Employee assigned as assistant to the Chief of Police	Stipend to defray clothing-related expenses; not included in calculation of regular rate of pay, consistent with FLSA
Education pay	$42/month	Police Captain rank or below	• Associate's or Bachelor's degree from an accredited college or university in any program certified by the Chief of Police as relevant to the performance of the employee's position. • Limited to no more than one supplement, regardless of the number of degrees.
Honor Guard	$42/month	As Assigned	For duration of assignment

Appendix 4 – Sheriff Supplements

Sworn Sheriff personnel assigned to the following special duty assignments shall receive the specified amounts, in addition to their regular pay rates, for the duration of such assignments:

Assignment	Amount	Eligibility	Other Information
Emergency Response Team	$150/month	As assigned	For duration of assignment
Honor Guard	$50/month	As assigned	For duration of assignment
Clothing Allowance	$65/month	As assigned	For duration of assignment
High Constable Supplement	$1562.50/month	Sheriff	For duration of assignment

Appendix 5 – Bonuses and Incentives

Supplements	Amount	Eligibility	Other Information
Benefit Programs Specialist Series	$1,450 one-time payment	• Must be hired after July 1, 2014 • Must have completed two (2) years of service	The two (2) years of service must have been completed in the Benefit Programs Specialist I or II classifications and must be continuous.
Public Safety Partnership Program	$10,000 over three years. Payment schedule to be determined by City Manager.	Police Officers who served as Public Safety Interns	Must have completed both the Public Safety Partnership Program and the Norfolk Police Academy as well as all obligations specified in the program documents.
Explore Norfolk	Incentive amount and payment schedule to be determined by the City Manager	City Manager Fellows and eligible classifications based on criteria determined by the City Manager.	This incentive will be utilized to assist with the recruitment of highly qualified candidates.

Alphabetical Classification Listing
Efffective July 1, 2016

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
500713	Account Representative	1	7	$ 28,815	$ 47,022			Nonexempt
100151	Accountant I	1	11	$ 40,005	$ 65,280			Nonexempt
TR0005	Accountant I - TR	TRO	2	$ 26,657	$ 42,618	C	U	Nonexempt
100152	Accountant II	1	12	$ 43,470	$ 70,890			Nonexempt
TR0006	Accountant II - TR	TRO	3	$ 36,603	$ 58,519	C	U	Nonexempt
100153	Accountant III	1	13	$ 46,885	$ 76,449			Exempt
TR0007	Accountant III - TR	TRO	4	$ 48,159	$ 76,993	C	U	Exempt
100154	Accountant IV	1	14	$ 51,000	$ 84,354			Exempt
100455	Accountant V	1	16	$ 58,970	$ 96,145			Exempt
100186	Accounting Manager	1	17	$ 63,000	$ 102,816			Exempt
TR0008	Accounting Manager - TR	TRO	6	$ 58,373	$ 93,316	C	U	Exempt
100180	Accounting Manager, Senior	1	18	$ 67,350	$ 109,823			Exempt
800515	Accounting Supervisor	1	14	$ 51,000	$ 84,354			Exempt
TR0002	Accounting Technician - TR	TRO	1	$ 24,683	$ 39,458	C	U	Nonexempt
800017	Accounting Technician I	1	6	$ 26,900	$ 43,860			Nonexempt
800019	Accounting Technician II	1	7	$ 28,815	$ 47,022			Nonexempt
800030	Accounting Technician III	1	8	$ 31,180	$ 50,847			Nonexempt
TR0004	Accounting Technician Supervisor - TR	TRO	3	$ 36,603	$ 58,519	C	U	Nonexempt
TR0003	Accounting Technician, Senior - TR	TRO	2	$ 26,657	$ 42,618	C	U	Nonexempt
100197	Administrative Analyst	1	13	$ 46,885	$ 76,449			Exempt
CC0007	Administrative Assistant - CC	CCC	5	$ 36,603	$ 58,519	C	U	Exempt
CA0004	Administrative Assistant - CWA	CWA	3	$ 33,456	$ 53,484	C	U	Exempt
800027	Administrative Assistant I	1	9	$ 33,770	$ 55,060			Nonexempt
500706	Administrative Assistant II	1	10	$ 36,605	$ 59,690			Exempt
500001	Administrative Manager	1	15	$ 55,210	$ 90,270			Exempt
CC0006	Administrative Manager - CC	CCC	7	$ 54,706	$ 87,457	C	U	Exempt
CR0005	Administrative Manager - COR	COR	5	$ 58,373	$ 93,316	C	U	Exempt
800001	Administrative Technician	1	7	$ 28,815	$ 47,022			Nonexempt
300620	Animal Caretaker	1	2	$ 19,705	$ 32,135			Nonexempt
300646	Animal Caretaker, Senior	1	4	$ 22,875	$ 37,301			Nonexempt
700902	Animal Registrar	1	9	$ 33,770	$ 55,060			Nonexempt
800505	Applications Analyst	1	14	$ 51,000	$ 84,354			Exempt
200546	Applications Development Team Supervisor	1	17	$ 63,000	$ 102,816			Exempt
CC0013	Applications Manager - CC	CCC	9	$ 67,468	$ 118,743	C	U	Exempt
900005	Architect I	1	13	$ 46,885	$ 76,449			Exempt
100174	Architect II	1	16	$ 58,970	$ 96,145			Exempt
100175	Architect III	1	17	$ 63,000	$ 102,816			Exempt
100470	Architect IV	1	18	$ 67,350	$ 109,823			Exempt
100177	Archivist	1	11	$ 40,005	$ 65,280			Exempt
100284	Arts Manager	1	15	$ 55,210	$ 90,270	S	U	Exempt
600801	Asphalt Plant Operator I	1	8	$ 31,180	$ 50,847			Nonexempt
600802	Asphalt Plant Operator II	1	9	$ 33,770	$ 55,060			Nonexempt
700904	Assistant Animal Services Supervisor	1	11	$ 40,005	$ 65,280			Exempt
000059	Assistant Chief Of Police	3	7	$ 104,426	$ 124,129			Exempt
100181	Assistant City Attorney I	1	16	$ 58,970	$ 96,145	L	U	Exempt
100182	Assistant City Attorney II	1	18	$ 67,350	$ 109,823	L	U	Exempt
100183	Assistant City Attorney III	1	20	$ 76,000	$ 123,930	L	U	Exempt
100477	Assistant City Auditor / Audit Analyst	1	13	$ 46,885	$ 76,449		U	Exempt
100415	Assistant City Auditor I	1	10	$ 36,605	$ 59,690		U	Exempt
100416	Assistant City Auditor II	1	14	$ 51,000	$ 84,354		U	Exempt
800023	Assistant City Clerk / Support Technician	1	5	$ 24,685	$ 40,290		U	Nonexempt
000088	Assistant City Engineer	1	19	$ 71,500	$ 116,280			Exempt
000034	Assistant City Surveyor	1	15	$ 55,210	$ 90,270			Exempt
CA0012	Assistant Commonwealth's Attorney I	CWA	9	$ 53,282	$ 84,719	C	U	Exempt
CA0013	Assistant Commonwealth's Attorney II	CWA	10	$ 62,408	$ 99,226	C	U	Exempt
CA0014	Assistant Commonwealth's Attorney III	CWA	11	$ 73,155	$ 116,317	C	U	Exempt
000013	Assistant Director	1	21	$ 79,375	$ 132,090	S	U	Exempt
000804	Assistant Facilities Maintenance Manager	1	17	$ 63,000	$ 102,816			Exempt
300601	Assistant Fire Chief	4	10	$ 87,916	$ 109,796			Exempt
200407	Assistant Fire Marshal	4	6	$ 50,286	$ 74,649			Nonexempt
000020	Assistant Fleet Maintenance Manager	1	15	$ 55,210	$ 90,270			Exempt
SC0012	Assistant Inmate Classification Manager	SHC	11	$ 42,155	$ 67,011	C	U	Exempt
SC0007	Assistant Procurement Specialist	SHC	9	$ 35,706	$ 56,760	C	U	Exempt
000027	Assistant Streets Engineer	1	15	$ 55,210	$ 90,270			Exempt
000029	Assistant Superintendent of Utility Division	1	17	$ 63,000	$ 102,816			Exempt
000026	Assistant Superintendent of Waste Management	1	16	$ 58,970	$ 96,145			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
700901	Assistant Supervisor of Animal Services	1	12	$ 43,470	$ 70,890			Nonexempt
100426	Assistant to the City Manager	1	20	$ 76,000	$ 123,930	E	U	Exempt
100428	Assistant to the City Manager, Senior	1	21	$ 79,375	$ 132,090	E	U	Exempt
700958	Athletics Groundskeeper	1	7	$ 28,815	$ 47,022			Nonexempt
100200	Auditor I	1	12	$ 43,470	$ 70,890			Exempt
100201	Auditor II	1	14	$ 51,000	$ 84,354			Exempt
100202	Auditor Supervisor	1	16	$ 58,970	$ 96,145			Exempt
600807	Autobody Repair Mechanic	1	7	$ 28,815	$ 47,022			Nonexempt
600808	Autobody Repair Mechanic, Senior	1	9	$ 33,770	$ 55,060			Nonexempt
600817	Automotive Mechanic	1	10	$ 36,605	$ 59,690			Nonexempt
600813	Automotive Operations Manager	1	12	$ 43,470	$ 70,890			Exempt
800044	Automotive Repair Technician	1	10	$ 36,605	$ 59,690			Nonexempt
800045	Automotive Repair Technician, Senior	1	11	$ 40,005	$ 65,280			Nonexempt
600821	Automotive Service Attendant	1	8	$ 31,180	$ 50,847			Nonexempt
300609	Battalion Fire Chief	4	9	$ 72,359	$ 99,748			Exempt
800015	Benefit Programs Specialist I	1	8	$ 31,180	$ 50,847			Nonexempt
100198	Benefit Programs Specialist II	1	9	$ 33,770	$ 55,060			Nonexempt
100199	Benefit Programs Specialist, Senior	1	10	$ 36,605	$ 59,690			Nonexempt
200540	Benefit Programs Supervisor	1	12	$ 43,470	$ 70,890			Exempt
100159	Box Office Manager	1	13	$ 46,885	$ 76,449			Exempt
100205	Box Office Supervisor	1	9	$ 33,770	$ 55,060			Exempt
200454	Bridge Inspection Supervisor	1	13	$ 46,885	$ 76,449			Nonexempt
700905	Bridge Maintenance Supervisor	1	13	$ 46,885	$ 76,449			Nonexempt
800033	Broadcast Production Assistant	1	5	$ 24,685	$ 40,290			Nonexempt
100453	Budget & Policy Analyst	1	13	$ 46,885	$ 76,449			Exempt
100452	Budget & Policy Analyst, Senior	1	15	$ 55,210	$ 90,270			Exempt
100215	Budget Team Leader	1	18	$ 67,350	$ 109,823		U	Exempt
100454	Budget Technician	1	9	$ 33,770	$ 55,060			Nonexempt
700903	Building / Equipment Maintenance Supervisor	1	11	$ 40,005	$ 65,280			Nonexempt
000095	Building Commissioner	1	20	$ 76,000	$ 123,930	S	U	Exempt
100460	Bureau Manager	1	18	$ 67,350	$ 109,823	S	U	Exempt
H00041	Business Analyst	2	H5	$ 20.00	$ 45.00			Nonexempt
100325	Business Development Analyst, Principal	1	18	$ 67,350	$ 109,823	S	U	Exempt
100191	Business Development Consultant	1	13	$ 46,885	$ 76,449			Exempt
100192	Business Development Manager	1	16	$ 58,970	$ 96,145	S	U	Exempt
100324	Business Development Manager, Senior	1	17	$ 63,000	$ 102,816	S	U	Exempt
100323	Business Manager	1	13	$ 46,885	$ 76,449			Exempt
100209	Buyer I	1	10	$ 36,605	$ 59,690			Exempt
100210	Buyer II	1	13	$ 46,885	$ 76,449			Exempt
100870	Capacity Analyst	1	13	$ 46,885	$ 76,449			Exempt
600824	Carpenter I	1	8	$ 31,180	$ 50,847			Nonexempt
600825	Carpenter II	1	9	$ 33,770	$ 55,060			Nonexempt
100503	Case Manager I	1	7	$ 28,815	$ 47,022			Nonexempt
100484	Case Manager II	1	9	$ 33,770	$ 55,060			Nonexempt
100485	Case Manager III	1	11	$ 40,005	$ 65,280			Nonexempt
100486	Case Manager IV	1	12	$ 43,470	$ 70,890			Exempt
100169	Cash & Investments Analyst	1	13	$ 46,885	$ 76,449			Exempt
CC0011	Cashier - CC	CCC	2	$ 26,657	$ 42,618	C	U	Nonexempt
700906	Cemetery Manager I	1	6	$ 26,900	$ 43,860			Nonexempt
700907	Cemetery Manager II	1	9	$ 33,770	$ 55,060			Nonexempt
CR0006	Chief Deputy - COR	COR	6	$ 67,468	$ 118,743	C	U	Exempt
CC0002	Chief Deputy Circuit Court	CCC	9	$ 67,468	$ 118,743	C	U	Exempt
100282	Chief Deputy City Attorney	1	26	$ 110,250	$ 184,110	L	U	Exempt
100278	Chief Deputy City Clerk	1	15	$ 55,210	$ 90,270		U	Exempt
000004	Chief Deputy City Manager	1	27	$ 121,250	$ 200,430	E	U	Exempt
CA0016	Chief Deputy Commonwealth's Attorney	CWA	13	$ 95,519	$ 151,877	C	U	Exempt
200421	Chief Deputy Real Estate Assessor	1	20	$ 76,000	$ 123,930	S	U	Exempt
TR0012	Chief Deputy Treasurer	TRO	7	$ 62,332	$ 99,645	C	U	Exempt
000072	Chief Information Officer	1	25	$ 100,205	$ 169,320	E	U	Exempt
800650	Chief Marketing Officer	1	24	$ 92,800	$ 159,120	E	U	Exempt
000815	Chief Medical Officer	1	29	N/R	N/R	S	U	Exempt
800701	Chief of Construction Operations	1	16	$ 58,970	$ 96,145			Exempt
000066	Chief of Fire-Rescue	1	25	$ 100,205	$ 169,320	E	U	Exempt
000816	Chief of Nursing	1	16	$ 58,970	$ 96,145			Exempt
000040	Chief of Police	1	25	$ 100,205	$ 169,320	E	U	Exempt
600830	Chief Operating Engineer	1	16	$ 58,970	$ 96,145			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
000005	Chief Resilience Officer	1	26	$ 110,250	$ 184,110	E	U	Exempt
100234	Chief Training Officer-CES	1	12	$ 43,470	$ 70,890			Exempt
800028	Chief Waterworks Operator	1	13	$ 46,885	$ 76,449			Nonexempt
500714	Citizen Service Advisor I	1	5	$ 24,685	$ 40,290			Nonexempt
500715	Citizen Service Advisor II	1	7	$ 28,815	$ 47,022			Nonexempt
500716	Citizen Service Advisor III	1	9	$ 33,770	$ 55,060			Nonexempt
000110	City Assessor	1	22	$ 83,400	$ 140,250	CA	U	Exempt
000042	City Attorney	1	28	$ 138,000	$ 224,400	CA	U	Exempt
000044	City Auditor	1	20	$ 76,000	$ 123,930	CA	U	Exempt
000046	City Clerk	1	22	$ 83,400	$ 140,250	CA	U	Exempt
100480	City Controller	1	18	$ 67,350	$ 109,823	S	U	Exempt
100479	City Economist	1	18	$ 67,350	$ 109,823			Exempt
000049	City Engineer	1	21	$ 79,375	$ 132,090	S	U	Exempt
700910	City Forester	1	14	$ 51,000	$ 84,354			Exempt
100311	City Historian	1	12	$ 43,470	$ 70,890			Exempt
000050	City Manager	1	29	N/R	N/R	CA	U	Exempt
100248	City Planner I	1	11	$ 40,005	$ 65,280			Exempt
100249	City Planner II	1	13	$ 46,885	$ 76,449			Exempt
100467	City Planner III	1	14	$ 51,000	$ 84,354			Exempt
100250	City Planning Manager	1	17	$ 63,000	$ 102,816	S	U	Exempt
200425	City Planning Technician	1	9	$ 33,770	$ 55,060			Nonexempt
200426	City Planning Technician, Senior	1	10	$ 36,605	$ 59,690			Nonexempt
100379	City Safety Officer	1	16	$ 58,970	$ 96,145			Exempt
100252	City Surveyor	1	18	$ 67,350	$ 109,823	S	U	Exempt
100233	City Transportation Engineer	1	20	$ 76,000	$ 123,930	S	U	Exempt
TR0013	City Treasurer	TRO	8	$ 85,829	$ 136,468	C	U	Exempt
100162	City Wellness Coordinator	1	13	$ 46,885	$ 76,449			Exempt
100255	Civil Engineer I	1	13	$ 46,885	$ 76,449			Exempt
100256	Civil Engineer II	1	14	$ 51,000	$ 84,354			Exempt
100257	Civil Engineer III	1	15	$ 55,210	$ 90,270			Exempt
100258	Civil Engineer IV	1	16	$ 58,970	$ 96,145			Exempt
100259	Civil Engineer V	1	17	$ 63,000	$ 102,816			Exempt
CC0001	Clerk of the Circuit Court	CCC	10	$ 85,829	$ 136,468	C	U	Exempt
100517	Clinical Coordinator	1	14	$ 51,000	$ 84,354			Exempt
100518	Clinical Supervisor	1	15	$ 55,210	$ 90,270			Exempt
100487	Clinician	1	13	$ 46,885	$ 76,449			Exempt
200485	Codes Enforcement Team Leader	1	14	$ 51,000	$ 84,354			Exempt
800046	Codes Records & Research Manager	1	14	$ 51,000	$ 84,354			Exempt
800006	Codes Specialist	1	10	$ 36,605	$ 59,690			Nonexempt
800489	Codes Specialist, Senior	1	11	$ 40,005	$ 65,280			Nonexempt
100262	Collection Coordinator	1	11	$ 40,005	$ 65,280			Exempt
CR0007	Commissioner of the Revenue	COR	7	$ 85,829	$ 136,468	C	U	Exempt
CA0017	Commonwealth's Attorney	CWA	14	$ 134,685	$ 214,150	C	U	Exempt
800690	Communications Manager	1	18	$ 67,350	$ 109,823		U	Exempt
000116	Community Assessment Team Coordinator	1	11	$ 40,005	$ 65,280			Exempt
200552	Compliance Inspector	1	10	$ 36,605	$ 59,690			Nonexempt
400550	Compliance Specialist	1	9	$ 33,770	$ 55,060			Exempt
CC0004	Comptroller - CC	CCC	8	$ 58,373	$ 93,316	C	U	Exempt
200432	Computer Operations Supervisor	1	13	$ 46,885	$ 76,449			Exempt
200461	Construction Inspector I	1	8	$ 31,180	$ 50,847			Nonexempt
200462	Construction Inspector II	1	11	$ 40,005	$ 65,280			Nonexempt
200463	Construction Inspector III	1	12	$ 43,470	$ 70,890			Nonexempt
100488	Consumer Relations Specialist	1	13	$ 46,885	$ 76,449			Exempt
000082	Contract & Program Administrator	1	14	$ 51,000	$ 84,354			Exempt
000805	Contract Administrator	1	14	$ 51,000	$ 84,354			Exempt
100370	Contract Monitoring Specialist	1	11	$ 40,005	$ 65,280			Exempt
700912	Cook	1	4	$ 22,875	$ 37,301			Nonexempt
SC0019	Corrections Director	SHC	16	$ 52,753	$ 83,861	C	U	Exempt
100502	Counselor I	1	7	$ 28,815	$ 47,022			Nonexempt
100489	Counselor II	1	9	$ 33,770	$ 55,060			Nonexempt
100490	Counselor III	1	11	$ 40,005	$ 65,280			Nonexempt
100491	Counselor IV	1	12	$ 43,470	$ 70,890			Exempt
400651	Creative Designer & Production Manager	1	12	$ 43,470	$ 70,890			Nonexempt
700914	Crew Leader I	1	8	$ 31,180	$ 50,847			Nonexempt
700915	Crew Leader II	1	9	$ 33,770	$ 55,060			Nonexempt
800660	Crime Analyst	1	11	$ 40,005	$ 65,280			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
800670	Crime Analyst, Senior	1	13	$ 46,885	$ 76,449			Exempt
400652	Criminal Docket Specialist	1	9	$ 33,770	$ 55,060			Nonexempt
200531	Cross-Connection Specialist	1	8	$ 31,180	$ 50,847			Nonexempt
200532	Cross-Connection Specialist, Senior	1	10	$ 36,605	$ 59,690			Nonexempt
100272	Curator	1	12	$ 43,470	$ 70,890			Exempt
700920	Custodian	1	2	$ 19,705	$ 32,135			Nonexempt
700919	Custodian, Senior	1	4	$ 22,875	$ 37,301			Nonexempt
800610	Customer Service Manager	1	18	$ 67,350	$ 109,823	S	U	Exempt
800018	Customer Service Representative	1	5	$ 24,685	$ 40,290			Nonexempt
TR0001	Customer Service Representative-TR	TRO	1	$ 24,683	$ 39,458	C	U	Nonexempt
500718	Data Processor	1	4	$ 22,875	$ 37,301			Nonexempt
200445	Data Quality Control Analyst	1	7	$ 28,815	$ 47,022			Nonexempt
200443	Data Quality Control Manager	1	9	$ 33,770	$ 55,060			Nonexempt
100273	Database Administrator	1	16	$ 58,970	$ 96,145			Exempt
000270	Database Manager	1	18	$ 67,350	$ 109,823			Exempt
100411	Debt Management Specialist I	1	14	$ 51,000	$ 84,354			Exempt
100418	Debt Management Specialist II	1	15	$ 55,210	$ 90,270			Exempt
100414	Debt Manager	1	16	$ 58,970	$ 96,145			Exempt
100481	Demographer	1	14	$ 51,000	$ 84,354			Exempt
000038	Deputy Chief of Police	1	22	$ 83,400	$ 140,250	S	U	Exempt
100275	Deputy City Attorney I	1	23	$ 87,935	$ 149,430	L	U	Exempt
100276	Deputy City Attorney II	1	24	$ 92,800	$ 159,120	L	U	Exempt
100279	Deputy City Attorney III	1	25	$ 100,205	$ 169,320	L	U	Exempt
100417	Deputy City Auditor	1	16	$ 58,970	$ 96,145		U	Exempt
100425	Deputy City Clerk / Administrative Analyst I	1	14	$ 51,000	$ 84,354		U	Exempt
100420	Deputy City Clerk / Assistant to the Mayor	1	11	$ 40,005	$ 65,280		U	Exempt
100473	Deputy City Clerk / Executive Assistant to the Mayor	1	20	$ 76,000	$ 123,930		U	Exempt
500773	Deputy City Clerk / Secretary	1	9	$ 33,770	$ 55,060		U	Nonexempt
500768	Deputy City Clerk / Secretary to the Mayor	1	12	$ 43,470	$ 70,890		U	Nonexempt
500764	Deputy City Clerk / Senior Secretary	1	10	$ 36,605	$ 59,690		U	Nonexempt
500772	Deputy City Clerk / Stenographic Reporter	1	8	$ 31,180	$ 50,847		U	Nonexempt
000002	Deputy City Manager	1	26	$ 110,250	$ 184,110	E	U	Exempt
CC0012	Deputy Clerk I - CC	CCC	1	$ 24,683	$ 39,458	C	U	Nonexempt
CC0010	Deputy Clerk II - CC	CCC	2	$ 26,657	$ 42,618	C	U	Nonexempt
CC0009	Deputy Clerk III - CC	CCC	3	$ 28,816	$ 46,065	C	U	Nonexempt
000092	Deputy Code Official	1	15	$ 55,210	$ 90,270			Exempt
CA0015	Deputy Commonwealth's Attorney	CWA	12	$ 85,829	$ 136,468	C	U	Exempt
300606	Deputy Fire Chief	4	11	$ 92,294	$ 115,263			Exempt
200470	Deputy Fire Marshal	4	8	$ 57,735	$ 85,709			Nonexempt
CR0001	Deputy I - COR	COR	1	$ 26,657	$ 53,979	C	U	Nonexempt
CR0002	Deputy II - COR	COR	2	$ 33,458	$ 67,985	C	U	Nonexempt
CR0003	Deputy III - COR	COR	3	$ 42,525	$ 76,993	C	U	Exempt
100203	Deputy Registrar / Elections Administrator	1	11	$ 40,005	$ 65,280		U	Exempt
SS0002	Deputy Sheriff	SHF	2	$ 33,637	$ 52,827	C	U	Nonexempt
SS0007	Deputy Sheriff (Captain)	SHF	6	$ 51,580	$ 81,351	C	U	Nonexempt
SS0010	Deputy Sheriff (Colonel)	SHF	9	$ 65,529	$ 103,525	C	U	Nonexempt
SS0004	Deputy Sheriff (Corporal)	SHF	3	$ 36,974	$ 58,130	C	U	Nonexempt
SS0009	Deputy Sheriff (Lieutenant Colonel)	SHF	8	$ 62,461	$ 98,647	C	U	Nonexempt
SS0006	Deputy Sheriff (Lieutenant)	SHF	5	$ 44,707	$ 70,422	C	U	Nonexempt
SS0008	Deputy Sheriff (Major)	SHF	7	$ 54,105	$ 85,370	C	U	Nonexempt
SS0003	Deputy Sheriff (Master)	SHF	2	$ 33,637	$ 52,827	C	U	Nonexempt
SS0005	Deputy Sheriff (Sergeant)	SHF	4	$ 42,630	$ 67,121	C	U	Nonexempt
TR0012	Deputy Treasurer	TRO	7	$ 62,332	$ 99,645	C	U	Exempt
100461	Design & Rehabilitation Consultant, Senior	1	14	$ 51,000	$ 84,354			Exempt
100474	Design/Construction Project Manager, Senior	1	16	$ 58,970	$ 96,145			Exempt
800049	Detention Center Assistant Superintendent	1	14	$ 51,000	$ 84,354			Exempt
100244	Detention Center Superintendent	1	19	$ 71,500	$ 116,280	S	U	Exempt
800048	Detention Center Supervisor	1	12	$ 43,470	$ 70,890			Exempt
500725	Direct Support Professional I	1	5	$ 24,685	$ 40,290			Nonexempt
500726	Direct Support Professional II	1	6	$ 26,900	$ 43,860			Nonexempt
000575	Director of Budget & Strategic Planning	1	24	$ 92,800	$ 159,120	E	U	Exempt
000075	Director of City Planning	1	24	$ 92,800	$ 159,120	E	U	Exempt
CA0011	Director of Communications - CWA	CWA	7	$ 45,240	$ 72,316	C	U	Exempt
000065	Director of Cultural Facilities, Arts, & Entertainment	1	24	$ 92,800	$ 159,120	E	U	Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
000067	Director of Development	1	24	$ 92,800	$ 159,120	E	U	Exempt
000111	Director of Elections	1	22	$ 83,400	$ 140,250		U	Exempt
000068	Director of Finance	1	24	$ 92,800	$ 159,120	E	U	Exempt
000069	Director of General Services	1	24	$ 92,800	$ 159,120	E	U	Exempt
000070	Director of Human Resources	1	24	$ 92,800	$ 159,120	E	U	Exempt
000071	Director of Human Services	1	24	$ 92,800	$ 159,120	E	U	Exempt
000023	Director of Information Technology	1	24	$ 92,800	$ 159,120	E	U	Exempt
000003	Director of Intergovernmental Relations	1	20	$ 76,000	$ 123,930	E	U	Exempt
000073	Director of Libraries	1	24	$ 92,800	$ 159,120	E	U	Exempt
000084	Director of Maritime Center	1	24	$ 92,800	$ 159,120	E	U	Exempt
000074	Director of Neighborhood Development	1	24	$ 92,800	$ 159,120	E	U	Exempt
000076	Director of Public Works	1	24	$ 92,800	$ 159,120	E	U	Exempt
000081	Director of Recreation, Parks, & Open Space	1	24	$ 92,800	$ 159,120	E	U	Exempt
000056	Director of the Office of Emergency Preparedness & Response	1	24	$ 92,800	$ 159,120	E	U	Exempt
000121	Director of the Office to End Homelessness	1	20	$ 76,000	$ 123,930	E	U	Exempt
000142	Director of the Virginia Zoological Park	1	24	$ 92,800	$ 159,120	E	U	Exempt
000077	Director of Utilities	1	24	$ 92,800	$ 159,120	E	U	Exempt
100295	Disability Case Manager	1	12	$ 43,470	$ 70,890			Exempt
100465	Division Head	1	16	$ 58,970	$ 96,145	S	U	Exempt
TR0011	Division Manager - TR	TRO	5	$ 51,309	$ 82,024	C	U	Exempt
100492	Early Childhood Special Educator	1	14	$ 51,000	$ 84,354			Exempt
100456	Economic & Policy Analyst	1	13	$ 46,885	$ 76,449			Exempt
100457	Economic & Policy Analyst, Senior	1	15	$ 55,210	$ 90,270			Exempt
100449	Economic Forecast Specialist	1	15	$ 55,210	$ 90,270			Exempt
100245	Education Manager	1	14	$ 51,000	$ 84,354			Exempt
SC0013	Education Program Manager	SHC	11	$ 42,155	$ 67,011	C	U	Exempt
SC0008	Education Programs Specialist	SHC	10	$ 38,236	$ 60,781	C	U	Exempt
800010	Education Specialist	1	7	$ 28,815	$ 47,022			Nonexempt
H00004	Election Aide	2	H2	$ 8.00	$ 18.00			Nonexempt
800011	Election Assistant I	1	2	$ 19,705	$ 32,135		U	Nonexempt
500759	Election Assistant II	1	6	$ 26,900	$ 43,860		U	Nonexempt
800009	Election Assistant III	1	7	$ 28,815	$ 47,022		U	Nonexempt
500760	Election Assistant IV	1	9	$ 33,770	$ 55,060		U	Nonexempt
600834	Electrician I	1	6	$ 26,900	$ 43,860			Nonexempt
600835	Electrician II	1	9	$ 33,770	$ 55,060			Nonexempt
600836	Electrician III	1	10	$ 36,605	$ 59,690			Nonexempt
600837	Electrician IV	1	11	$ 40,005	$ 65,280			Nonexempt
SC0005	Electronic Surveillance Supervisor	SHC	7	$ 33,030	$ 52,505	C	U	Exempt
600840	Electronics Technician I	1	8	$ 31,180	$ 50,847			Nonexempt
600841	Electronics Technician II	1	10	$ 36,605	$ 59,690			Nonexempt
100493	Emergency Services Counselor	1	12	$ 43,470	$ 70,890			Exempt
700922	Engineering Aide	1	4	$ 22,875	$ 37,301			Nonexempt
000085	Engineering Manager	1	20	$ 76,000	$ 123,930	S	U	Exempt
200437	Engineering Technician I	1	10	$ 36,605	$ 59,690			Nonexempt
200438	Engineering Technician II	1	11	$ 40,005	$ 65,280			Nonexempt
200439	Engineering Technician III	1	12	$ 43,470	$ 70,890			Nonexempt
200440	Engineering Technician IV	1	13	$ 46,885	$ 76,449			Nonexempt
100297	Enterprise Controller	1	16	$ 58,970	$ 96,145			Exempt
100299	Environmental Engineer	1	14	$ 51,000	$ 84,354			Exempt
700991	Environmental Health Assistant I	1	3	$ 21,222	$ 34,609			Nonexempt
700992	Environmental Health Assistant II	1	4	$ 22,875	$ 37,301			Nonexempt
000100	Environmental Services Manager	1	19	$ 71,500	$ 116,280	S	U	Exempt
200452	Environmental Specialist I	1	9	$ 33,770	$ 55,060			Nonexempt
200453	Environmental Specialist II	1	11	$ 40,005	$ 65,280			Nonexempt
700924	Equipment Operator I	1	4	$ 22,875	$ 37,301			Nonexempt
700925	Equipment Operator II	1	6	$ 26,900	$ 43,860			Nonexempt
700926	Equipment Operator III	1	7	$ 28,815	$ 47,022			Nonexempt
700927	Equipment Operator IV	1	8	$ 31,180	$ 50,847			Nonexempt
800402	Event Coordinator	1	12	$ 43,470	$ 70,890			Exempt
800405	Event Support Crew Member I	1	4	$ 22,875	$ 37,301			Nonexempt
800406	Event Support Crew Member II	1	6	$ 26,900	$ 43,860			Nonexempt
000158	Executive Director - Slover Library	1	21	$ 79,375	$ 132,090	E	U	Exempt
000831	Executive Director CSB	1	24	$ 92,800	$ 159,120	E	U	Exempt
000087	Executive Manager of Retirement Systems	1	20	$ 76,000	$ 123,930	S	U	Exempt
CA0010	Executive Secretary/Assistant - CWA	CWA	7	$ 45,240	$ 72,316	C	U	Nonexempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100253	Exhibits Manager / Designer	1	13	$ 46,885	$ 76,449			Exempt
100871	Facilities Maintenance Manager	1	19	$ 71,500	$ 116,280	S	U	Exempt
800521	Facilities Manager	1	13	$ 46,885	$ 76,449			Exempt
800052	Family Services Associate	1	7	$ 28,815	$ 47,022			Nonexempt
100364	Family Services Supervisor	1	14	$ 51,000	$ 84,354			Exempt
100366	Family Services Worker I	1	10	$ 36,605	$ 59,690			Nonexempt
100367	Family Services Worker II	1	12	$ 43,470	$ 70,890			Nonexempt
200404	Family Services Worker III	1	13	$ 46,885	$ 76,449			Exempt
000047	Financial Operations Manager	1	15	$ 55,210	$ 90,270			Exempt
300611	Fire Captain	4	8	$ 57,735	$ 85,709			Nonexempt
200471	Fire Inspector	4	5	$ 45,376	$ 70,772			Nonexempt
300612	Fire Lieutenant	4	6	$ 50,286	$ 74,649			Nonexempt
300602	Fire/Paramedic Lieutenant	4	7	$ 52,835	$ 78,433			Nonexempt
300614	Firefighter EMT	4	2	$ 41,168	$ 52,700			Nonexempt
300617	Firefighter EMT - Advanced	4	3	$ 38,228	$ 59,625			Nonexempt
300643	Firefighter EMT - Intermediate	4	4	$ 39,284	$ 61,272			Nonexempt
300616	Firefighter EMT - Paramedic	4	5	$ 45,376	$ 70,772			Nonexempt
300604	Firefighter Recruit	4	1	$ 36,617	$ 36,617			Nonexempt
000090	Fiscal Manager I	1	13	$ 46,885	$ 76,449			Exempt
800504	Fiscal Manager II	1	14	$ 51,000	$ 84,354			Exempt
100371	Fiscal Monitoring Specialist I	1	11	$ 40,005	$ 65,280			Exempt
100372	Fiscal Monitoring Specialist II	1	13	$ 46,885	$ 76,449			Exempt
100167	Fiscal Systems Analyst	1	14	$ 51,000	$ 84,354			Exempt
100471	Fiscal Systems Manager	1	16	$ 58,970	$ 96,145			Exempt
600819	Fleet Coordinator	1	11	$ 40,005	$ 65,280			Exempt
SC0022	Fleet Coordinator - SC	SHC	4	$ 28,500	$ 45,500	C	U	Nonexempt
000091	Fleet Maintenance Manager	1	19	$ 71,500	$ 116,280	S	U	Exempt
700911	Food Service Manager	1	11	$ 40,005	$ 65,280			Exempt
700929	Forestry Crew Leader	1	9	$ 33,770	$ 55,060			Nonexempt
700930	Forestry Supervisor	1	13	$ 46,885	$ 76,449			Exempt
100314	Fraud Investigator	1	9	$ 33,770	$ 55,060			Nonexempt
TR0009	Fraud Investigator - TR	TRO	4	$ 48,159	$ 76,993	C	U	Nonexempt
200542	Fraud Supervisor	1	12	$ 43,470	$ 70,890			Exempt
700988	General Utility Maintenance Supervisor	1	14	$ 51,000	$ 84,354			Exempt
800040	Geographic Information Systems Specialist I	1	10	$ 36,605	$ 59,690			Nonexempt
800555	Geographic Information Systems Specialist II	1	12	$ 43,470	$ 70,890			Exempt
800556	Geographic Information Systems Specialist III	1	15	$ 55,210	$ 90,270			Exempt
800557	Geographic Information Systems Team Supervisor	1	16	$ 58,970	$ 96,145			Exempt
200418	Geographic Information Systems Technician I	1	9	$ 33,770	$ 55,060			Nonexempt
100423	Geographic Information Systems Technician II	1	11	$ 40,005	$ 65,280			Exempt
200419	Grants & Development Coordinator	1	14	$ 51,000	$ 84,354			Exempt
100451	Grants Team Leader	1	18	$ 67,350	$ 109,823		U	Exempt
SC0009	Grievance Coordinator	SHC	10	$ 38,236	$ 60,781	C	U	Nonexempt
700933	Groundskeeper	1	4	$ 22,875	$ 37,301			Nonexempt
700931	Groundskeeper Crew Leader	1	9	$ 33,770	$ 55,060			Nonexempt
100164	Health & Fitness Facilitator	1	10	$ 36,605	$ 59,690			Exempt
700935	Horticulture Technician	1	5	$ 24,685	$ 40,290			Nonexempt
700937	Horticulturist	1	12	$ 43,470	$ 70,890			Exempt
SC0016	Human Resources & Budget Director	SHC	14	$ 48,799	$ 77,575	C	U	Exempt
800500	Human Resources Administrator	1	14	$ 51,000	$ 84,354			Exempt
800349	Human Resources Analyst	1	13	$ 46,885	$ 76,449			Exempt
800350	Human Resources Analyst, Senior	1	14	$ 51,000	$ 84,354			Exempt
500781	Human Resources Assistant I	1	6	$ 26,900	$ 43,860			Nonexempt
500782	Human Resources Assistant II	1	7	$ 28,815	$ 47,022			Nonexempt
100476	Human Resources Manager	1	17	$ 63,000	$ 102,816		U	Exempt
500780	Human Resources Technician	1	9	$ 33,770	$ 55,060			Nonexempt
200446	Human Services Aide	1	5	$ 24,685	$ 40,290			Nonexempt
300618	Humane Officer I	1	7	$ 28,815	$ 47,022			Nonexempt
300619	Humane Officer II	1	11	$ 40,005	$ 65,280			Nonexempt
CC0008	In Court Clerk - CC	CCC	4	$ 33,767	$ 53,979	C	U	Nonexempt
H00019	Information Technology Business Analyst	2	H5	$ 20.00	$ 45.00			Nonexempt
H00037	Information Technology Assistant	2	H5	$ 20.00	$ 45.00			Nonexempt
H00038	Information Technology Intern	2	H4	$ 12.00	$ 29.00			Nonexempt
100168	Information Technology Planner	1	14	$ 51,000	$ 84,354			Exempt
100166	Information Technology Planner, Senior	1	18	$ 67,350	$ 109,823			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
200431	Information Technology Specialist	1	9	$ 33,770	$ 55,060			Nonexempt
SC0020	Information Technology Systems Director	SHC	17	$ 58,962	$ 94,258	C	U	Exempt
200400	Information Technology Telecommunications Analyst I	1	11	$ 40,005	$ 65,280			Exempt
200401	Information Technology Telecommunications Analyst II	1	13	$ 46,885	$ 76,449			Exempt
200402	Information Technology Telecommunications Analyst III	1	16	$ 58,970	$ 96,145			Exempt
200551	Information Technology Telecommunications Technician	1	11	$ 40,005	$ 65,280			Nonexempt
800021	Information Technology Trainer	1	12	$ 43,470	$ 70,890			Nonexempt
800020	Information Technology Training Coordinator	1	13	$ 46,885	$ 76,449			Exempt
SC0015	Inmate Classification Manager	SHC	13	$ 46,476	$ 73,880	C	U	Exempt
SC0010	Inmate Classification Specialist	SHC	10	$ 38,236	$ 60,781	C	U	Exempt
SC0023	Inmate Rehabilitation Coordinator	SHC	12	$ 44,000	$ 70,500	C	U	Nonexempt
700939	Instrument Technician	1	8	$ 31,180	$ 50,847			Nonexempt
SC0024	Investigations Director	SHC	14	$ 48,799	$ 77,575	C	U	Exempt
300626	Kennel Supervisor	1	8	$ 31,180	$ 50,847			Nonexempt
200498	Landscape Coordinator I	1	11	$ 40,005	$ 65,280			Nonexempt
200499	Landscape Coordinator II	1	12	$ 43,470	$ 70,890			Nonexempt
700913	Laundry Worker	1	1	$ 18,315	$ 30,090			Nonexempt
100316	Law Clerk	1	12	$ 43,470	$ 70,890			Nonexempt
H00018	Law Intern	2	H4	$ 12.00	$ 29.00			Nonexempt
600822	Lead Mason	1	7	$ 28,815	$ 47,022			Nonexempt
700999	Lead Zookeeper	1	9	$ 33,770	$ 55,060			Nonexempt
100318	Legal Administrator	1	15	$ 55,210	$ 90,270			Exempt
CA0009	Legal Administrator - CWA	CWA	8	$ 51,448	$ 82,315	C	U	Exempt
500735	Legal Assistant	1	11	$ 40,005	$ 65,280			Nonexempt
CA0008	Legal Assistant - CWA	CWA	6	$ 39,715	$ 63,486	C	U	Nonexempt
400655	Legal Coordinator I	1	11	$ 40,005	$ 65,280	L	U	Nonexempt
400656	Legal Coordinator II	1	13	$ 46,885	$ 76,449	L	U	Nonexempt
SC0017	Legal Counsel	SHC	15	$ 50,242	$ 79,873	C	U	Exempt
500740	Legal Secretary I	1	7	$ 28,815	$ 47,022			Nonexempt
CA0006	Legal Secretary I - CWA	CWA	2	$ 28,816	$ 46,066	C	U	Nonexempt
500741	Legal Secretary II	1	9	$ 33,770	$ 55,060			Nonexempt
CA0007	Legal Secretary II - CWA	CWA	4	$ 33,766	$ 53,484	C	U	Nonexempt
H00030	Legislative Services Aide	2	H1	$ 7.25	$ 12.00			Nonexempt
100320	Librarian I	1	11	$ 40,005	$ 65,280			Exempt
100321	Librarian II	1	14	$ 51,000	$ 84,354			Exempt
100322	Librarian III	1	15	$ 55,210	$ 90,270			Exempt
H00025	Library Aide	2	H1	$ 7.25	$ 12.00			Nonexempt
400665	Library Assistant I	1	4	$ 22,875	$ 37,301			Nonexempt
400666	Library Assistant II	1	6	$ 26,900	$ 43,860			Nonexempt
400660	Library Associate I	1	8	$ 31,180	$ 50,847			Nonexempt
400661	Library Associate II	1	9	$ 33,770	$ 55,060			Nonexempt
400667	Library Manager	1	18	$ 67,350	$ 109,823			Exempt
200474	License Inspector I	1	8	$ 31,180	$ 50,847			Nonexempt
200475	License Inspector II	1	10	$ 36,605	$ 59,690			Nonexempt
400681	Licensed Practical Nurse	1	10	$ 36,605	$ 59,690			Nonexempt
700941	Lifeguard	1	4	$ 22,875	$ 37,301			Nonexempt
000097	MacArthur Memorial Director	1	18	$ 67,350	$ 109,823	S	U	Exempt
SC0025	Maintenance Mechanic - SC	SHC	4	$ 28,500	$ 45,000	C	U	Nonexempt
700942	Maintenance Mechanic I	1	6	$ 26,900	$ 43,860			Nonexempt
700943	Maintenance Mechanic II	1	7	$ 28,815	$ 47,022			Nonexempt
700944	Maintenance Mechanic III	1	9	$ 33,770	$ 55,060			Nonexempt
600846	Maintenance Shop Manager	1	13	$ 46,885	$ 76,449			Exempt
700946	Maintenance Supervisor I	1	11	$ 40,005	$ 65,280			Exempt
700947	Maintenance Supervisor II	1	12	$ 43,470	$ 70,890			Exempt
700949	Maintenance Worker I	1	3	$ 21,222	$ 34,609			Nonexempt
700950	Maintenance Worker II	1	6	$ 26,900	$ 43,860			Nonexempt
100171	Management Analyst I	1	11	$ 40,005	$ 65,280			Exempt
100172	Management Analyst II	1	13	$ 46,885	$ 76,449			Exempt
100173	Management Analyst III	1	14	$ 51,000	$ 84,354			Exempt
100319	Management Services Administrator	1	18	$ 67,350	$ 109,823	S	U	Exempt
000251	Manager of Broadcast Services	1	16	$ 58,970	$ 96,145	S	U	Exempt
100875	Manager of Budget & Accounting	1	18	$ 67,350	$ 109,823	S	U	Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100482	Manager of Emergency Communications	1	16	$ 58,970	$ 96,145			Exempt
000806	Manager of Environmental Protection Programs	1	20	$ 76,000	$ 123,930	E	U	Exempt
000807	Manager of Event Services and Production	1	16	$ 58,970	$ 96,145	S	U	Exempt
000157	Manager of Public Relations	1	17	$ 63,000	$ 102,816	S	U	Exempt
000252	Manager of Publications & Direct Communications	1	16	$ 58,970	$ 96,145	S	U	Exempt
000327	Manager of the Office of Cultural Affairs, Arts & Humanities	1	18	$ 67,350	$ 109,823	S	U	Exempt
100247	Manager of Visitor Marketing	1	14	$ 51,000	$ 84,354			Exempt
100265	Manager of Visitor Services	1	12	$ 43,470	$ 70,890			Exempt
H00027	Maritime Center Specialist I	2	H1	$ 7.25	$ 12.00			Nonexempt
H00028	Maritime Center Specialist II	2	H2	$ 8.00	$ 18.00			Nonexempt
H00029	Maritime Center Specialist III	2	H3	$ 8.50	$ 25.00			Nonexempt
100213	Mason	1	6	$ 26,900	$ 43,860			Nonexempt
100412	Media Production Specialist	1	12	$ 43,470	$ 70,890			Exempt
100496	Medical Records Administrator	1	11	$ 40,005	$ 65,280			Exempt
500743	Medical Records Technician	1	9	$ 33,770	$ 55,060			Nonexempt
100494	Mental Health Professional	1	11	$ 40,005	$ 65,280			Nonexempt
700952	Messenger/Driver	1	2	$ 19,705	$ 32,135			Nonexempt
300621	Meter Monitor	1	4	$ 22,875	$ 37,301			Nonexempt
800449	Microcomputer Systems Analyst	1	13	$ 46,885	$ 76,449			Nonexempt
SC0006	Microcomputer Systems Analyst - SC	SHC	8	$ 34,681	$ 55,130	C	U	Nonexempt
200450	Microcomputer Systems Analyst, Senior	1	14	$ 51,000	$ 84,354			Exempt
200451	Microcomputer Systems Team Supervisor	1	16	$ 58,970	$ 96,145			Exempt
500745	Micrographics Technician	1	4	$ 22,875	$ 37,301			Nonexempt
H00013	Municipal Intern I	2	H1	$ 7.25	$ 12.00			Nonexempt
H00014	Municipal Intern II	2	H2	$ 8.00	$ 18.00			Nonexempt
H00047	Municipal Intern III	2	H3	$ 8.50	$ 25.00			Nonexempt
300640	Museum Attendant	1	4	$ 22,875	$ 37,301			Nonexempt
000298	Neighborhood Development Administrator	1	19	$ 71,500	$ 116,280	S	U	Exempt
200482	Neighborhood Development Specialist	1	11	$ 40,005	$ 65,280			Exempt
100459	Neighborhood Development Specialist, Senior	1	13	$ 46,885	$ 76,449			Exempt
000297	Neighborhood Services Manager	1	15	$ 55,210	$ 90,270			Exempt
SC0018	Network Engineer - SC	SHC	16	$ 52,753	$ 83,861	C	U	Exempt
800544	Network Engineer I	1	10	$ 36,605	$ 59,690			Nonexempt
800546	Network Engineer II	1	14	$ 51,000	$ 84,354			Exempt
800545	Network Engineer III	1	16	$ 58,970	$ 96,145			Exempt
200403	Network Engineer IV	1	18	$ 67,350	$ 109,823			Exempt
800547	Network Security Engineer	1	17	$ 63,000	$ 102,816			Exempt
100522	Nurse Coordinator - Supervisor	1	13	$ 46,885	$ 76,449			Exempt
100523	Nurse Practitioner	1	20	$ 76,000	$ 123,930	S	U	Exempt
500750	Office Assistant	1	3	$ 21,222	$ 34,609			Nonexempt
500755	Office Manager	1	9	$ 33,770	$ 55,060			Exempt
TR0010	Office Manager - TR	TRO	4	$ 48,159	$ 76,993	C	U	Exempt
600852	Operating Engineer I	1	6	$ 26,900	$ 43,860			Nonexempt
600853	Operating Engineer II	1	9	$ 33,770	$ 55,060			Nonexempt
700940	Operations Apprentice	1	2	$ 19,705	$ 32,135			Nonexempt
100300	Operations Controller	1	16	$ 58,970	$ 96,145			Exempt
000113	Operations Manager	1	14	$ 51,000	$ 84,354			Exempt
300638	Operations Officer I	1	5	$ 24,685	$ 40,290			Nonexempt
300642	Operations Officer II	1	7	$ 28,815	$ 47,022			Nonexempt
600855	Painter I	1	6	$ 26,900	$ 43,860			Nonexempt
600856	Painter II	1	8	$ 31,180	$ 50,847			Nonexempt
CA0005	Paralegal - CWA	CWA	4	$ 33,766	$ 53,484	C	U	Nonexempt
400674	Paralegal Claims Investigator	1	12	$ 43,470	$ 70,890	L	U	Nonexempt
400678	Paralegal Generalist	1	9	$ 33,770	$ 55,060	L	U	Nonexempt
800680	Park Ranger	1	7	$ 28,815	$ 47,022			Nonexempt
000107	Parking Administrator	1	14	$ 51,000	$ 84,354			Exempt
H00035	Parking Attendant	2	H1	$ 7.25	$ 12.00			Nonexempt
000010	Parking Director	1	18	$ 67,350	$ 109,823	S	U	Exempt
100340	Parking Manager	1	12	$ 43,470	$ 70,890			Exempt
H00040	Parking Operations Supervisor	2	H3	$ 8.50	$ 25.00			Nonexempt
100387	Parking Supervisor	1	9	$ 33,770	$ 55,060			Exempt
SC0026	Payroll & Benefits Coordinator	SHC	8	$ 34,681	$ 55,130	C	U	Nonexempt
100156	Payroll Administrator	1	14	$ 51,000	$ 84,354			Exempt
100157	Payroll Manager	1	14	$ 51,000	$ 84,354			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
800042	Payroll Specialist	1	11	$ 40,005	$ 65,280			Exempt
100500	Peer Counselor I	1	8	$ 31,180	$ 50,847			Nonexempt
100501	Peer Counselor II	1	9	$ 33,770	$ 55,060			Nonexempt
200510	Permit Technician	1	7	$ 28,815	$ 47,022			Nonexempt
200511	Permits Specialist	1	12	$ 43,470	$ 70,890			Nonexempt
200512	Permits Specialist, Senior	1	13	$ 46,885	$ 76,449			Nonexempt
800347	Personnel Specialist	1	11	$ 40,005	$ 65,280			Exempt
000820	Pharmacist	1	29	N/R	N/R	S	U	Exempt
000851	Physician	1	29	N/R	N/R	S	U	Exempt
600860	Plumber	1	9	$ 33,770	$ 55,060			Nonexempt
600861	Plumber, Senior	1	10	$ 36,605	$ 59,690			Nonexempt
300623	Police Captain	3	6	$ 83,915	$ 99,748			Exempt
300624	Police Corporal	3	3	$ 49,647	$ 68,069			Nonexempt
400672	Police Identification Clerk	1	5	$ 24,685	$ 40,290			Nonexempt
300625	Police Lieutenant	3	5	$ 73,154	$ 86,786			Exempt
300630	Police Officer	3	2	$ 40,981	$ 62,349			Nonexempt
100305	Police Records & Identification Section Supervisor	1	12	$ 43,470	$ 70,890			Exempt
300632	Police Recruit	3	1	$ 37,975	$ 37,975			Nonexempt
300635	Police Sergeant	3	4	$ 57,948	$ 79,510			Nonexempt
100216	Policy Team Leader	1	18	$ 67,350	$ 109,823		U	Exempt
700951	Pool Manager	1	10	$ 36,605	$ 59,690			Nonexempt
100505	Practice Manager	1	13	$ 46,885	$ 76,449			Exempt
400700	Pre-Trial Probation Officer I	1	9	$ 33,770	$ 55,060			Nonexempt
400701	Pre-Trial Probation Officer II	1	11	$ 40,005	$ 65,280			Nonexempt
000041	Principal Analyst	1	17	$ 63,000	$ 102,816			Exempt
100462	Principal Planner	1	15	$ 55,210	$ 90,270			Exempt
100510	Procurement Specialist	1	15	$ 55,210	$ 90,270			Exempt
SC0011	Procurement Specialist - SC	SHC	10	$ 38,236	$ 60,781	C	U	Exempt
100497	Professional Municipal Trainee	1	9	$ 33,770	$ 55,060			Nonexempt
100351	Program Administrator	1	13	$ 46,885	$ 76,449			Exempt
800523	Program Supervisor	1	13	$ 46,885	$ 76,449			Exempt
200515	Programmer/Analyst I	1	11	$ 40,005	$ 65,280			Exempt
200516	Programmer/Analyst II	1	12	$ 43,470	$ 70,890			Exempt
200517	Programmer/Analyst III	1	13	$ 46,885	$ 76,449			Exempt
200518	Programmer/Analyst IV	1	14	$ 51,000	$ 84,354			Exempt
200519	Programmer/Analyst V	1	16	$ 58,970	$ 96,145			Exempt
800570	Programs Manager	1	15	$ 55,210	$ 90,270			Exempt
100268	Project Coordinator	1	13	$ 46,885	$ 76,449			Exempt
100469	Project Manager	1	14	$ 51,000	$ 84,354			Exempt
100404	Project Manager, Senior	1	16	$ 58,970	$ 96,145	S	U	Exempt
000063	Property Manager	1	15	$ 55,210	$ 90,270			Exempt
000822	Psychiatrist	1	29	N/R	N/R	S	U	Exempt
000823	Psychologist	1	16	$ 58,970	$ 96,145			Exempt
SC0014	Public Affairs Officer	SHC	11	$ 42,155	$ 67,011	C	U	Exempt
400675	Public Health Aide	1	3	$ 21,222	$ 34,609			Nonexempt
100375	Public Information Specialist I	1	10	$ 36,605	$ 59,690			Exempt
100376	Public Information Specialist II	1	11	$ 40,005	$ 65,280			Exempt
800034	Public Relations Assistant	1	6	$ 26,900	$ 43,860			Nonexempt
100410	Public Relations Specialist	1	12	$ 43,470	$ 70,890			Exempt
H00048	Public Safety Intern	2	H2	$ 8.00	$ 18.00			Nonexempt
200554	Public Safety Telecommunicator I	1	8	$ 31,180	$ 50,847			Nonexempt
200555	Public Safety Telecommunicator II	1	9	$ 33,770	$ 55,060			Nonexempt
200556	Public Safety Telecommunicator III	1	12	$ 43,470	$ 70,890			Nonexempt
200553	Public Safety Telecommunicator Trainee	1	6	$ 26,900	$ 43,860			Nonexempt
100269	Public Services Coordinator	1	11	$ 40,005	$ 65,280			Exempt
000109	Purchasing Agent	1	19	$ 71,500	$ 116,280	S	U	Exempt
800516	Quality Assurance Inspector	1	8	$ 31,180	$ 50,847			Nonexempt
800024	Radio Communications Systems Analyst	1	10	$ 36,605	$ 59,690			Nonexempt
600875	Radio Communications Systems Analyst, Senior	1	12	$ 43,470	$ 70,890			Nonexempt
600876	Radio Communications Systems Supervisor	1	14	$ 51,000	$ 84,354			Nonexempt
800025	Radio Communications Systems Technician	1	8	$ 31,180	$ 50,847			Nonexempt
100176	Real Estate Analyst	1	11	$ 40,005	$ 65,280			Exempt
200434	Real Estate Appraisal Team Leader	1	16	$ 58,970	$ 96,145		U	Exempt
200525	Real Estate Appraiser I	1	10	$ 36,605	$ 59,690		U	Nonexempt
200526	Real Estate Appraiser II	1	11	$ 40,005	$ 65,280		U	Nonexempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
200527	Real Estate Appraiser III	1	13	$ 46,885	$ 76,449		U	Nonexempt
200570	Real Estate CAMA Modeler Analyst	1	16	$ 58,970	$ 96,145		U	Exempt
200571	Real Estate Commercial Project Supervisor	1	17	$ 63,000	$ 102,816		U	Exempt
800517	Real Estate Coordinator	1	12	$ 43,470	$ 70,890			Exempt
500756	Records & Information Clerk	1	4	$ 22,875	$ 37,301			Nonexempt
100341	Records Administrator	1	13	$ 46,885	$ 76,449			Exempt
SC0001	Records Clerk	SHC	2	$ 24,647	$ 39,180	C	U	Nonexempt
H00015	Recreation Activity Instructor	2	H3	$ 8.50	$ 25.00			Nonexempt
H00016	Recreation Aide	2	H1	$ 7.25	$ 12.00			Nonexempt
800026	Recreation Specialist	1	9	$ 33,770	$ 55,060			Nonexempt
100355	Recreation Supervisor	1	11	$ 40,005	$ 65,280			Exempt
100357	Recreation Supervisor, Senior	1	13	$ 46,885	$ 76,449			Exempt
800522	Recycling Coordinator	1	14	$ 51,000	$ 84,354			Exempt
700969	Refuse Collection Supervisor	1	9	$ 33,770	$ 55,060			Nonexempt
700967	Refuse Collector Apprentice	1	5	$ 24,685	$ 40,290			Nonexempt
700966	Refuse Collector Assistant	1	4	$ 22,875	$ 37,301			Nonexempt
700970	Refuse Collector, Lead	1	7	$ 28,815	$ 47,022			Nonexempt
700968	Refuse Collector, Senior	1	6	$ 26,900	$ 43,860			Nonexempt
200484	Refuse Inspector	1	8	$ 31,180	$ 50,847			Nonexempt
100358	Registered Nurse	1	12	$ 43,470	$ 70,890			Exempt
200605	Reimbursement Specialist	1	9	$ 33,770	$ 55,060			Exempt
800200	Reimbursement Supervisor	1	14	$ 51,000	$ 84,354			Exempt
800201	Reimbursement Technician	1	6	$ 26,900	$ 43,860			Nonexempt
100498	Research Analyst	1	9	$ 33,770	$ 55,060			Exempt
100360	Reservoir Manager	1	12	$ 43,470	$ 70,890			Exempt
900004	Right of Way Permit Supervisor	1	15	$ 55,210	$ 90,270			Exempt
800514	Right of Way Program Manager	1	16	$ 58,970	$ 96,145			Exempt
000112	Risk Manager	1	15	$ 55,210	$ 90,270			Exempt
200528	Safety Specialist	1	11	$ 40,005	$ 65,280			Nonexempt
100217	Sales Representative	1	11	$ 40,005	$ 65,280			Exempt
H00022	School Crossing Guard	2	H4	$ 12.00	$ 29.00			Nonexempt
SC0002	Secretary I	SHC	3	$ 27,174	$ 43,196	C	U	Nonexempt
SC0003	Secretary II	SHC	5	$ 29,959	$ 47,623	C	U	Nonexempt
SC0004	Secretary to the Sheriff	SHC	6	$ 31,457	$ 50,005	C	U	Nonexempt
300639	Security Officer	1	6	$ 26,900	$ 43,860			Nonexempt
100293	Self-Sufficiency Specialist I	1	10	$ 36,605	$ 59,690			Nonexempt
100294	Self-Sufficiency Specialist II	1	11	$ 40,005	$ 65,280			Nonexempt
100292	Self-Sufficiency Specialist, Senior	1	12	$ 43,470	$ 70,890			Nonexempt
100291	Self-Sufficiency Supervisor	1	13	$ 46,885	$ 76,449			Exempt
200412	Services & Support Supervisor	1	16	$ 58,970	$ 96,145			Exempt
SC0021	Sheriff	SHC	18	$ 85,829	$ 136,468	C	U	Exempt
800506	Software Analyst	1	13	$ 46,885	$ 76,449			Exempt
000144	Special Assistant	1	20	$ 76,000	$ 123,930	E	U	Exempt
SC0027	Staff Accountant	SHC	10	$ 38,236	$ 60,781	C	U	Nonexempt
500700	Staff Technician I	1	8	$ 31,180	$ 50,847			Nonexempt
500701	Staff Technician II	1	9	$ 33,770	$ 55,060			Nonexempt
100427	Stage Crew Chief	1	11	$ 40,005	$ 65,280			Nonexempt
800401	Stage Production Manager	1	12	$ 43,470	$ 70,890			Exempt
500771	Stenographic Reporter	1	7	$ 28,815	$ 47,022			Nonexempt
600883	Storekeeper I	1	4	$ 22,875	$ 37,301			Nonexempt
600884	Storekeeper II	1	6	$ 26,900	$ 43,860			Nonexempt
600885	Storekeeper III	1	8	$ 31,180	$ 50,847			Nonexempt
800513	Storm Water Assistant Superintendent	1	14	$ 51,000	$ 84,354			Exempt
000125	Storm Water Engineer	1	19	$ 71,500	$ 116,280	S	U	Exempt
000031	Storm Water Operations Manager	1	15	$ 55,210	$ 90,270			Exempt
700976	Street Maintenance Supervisor	1	10	$ 36,605	$ 59,690			Nonexempt
000138	Superintendent of the Virginia Zoological Park	1	20	$ 76,000	$ 123,930	S	U	Exempt
000136	Superintendent of Traffic Operations	1	16	$ 58,970	$ 96,145			Exempt
000134	Superintendent of Waste Management	1	19	$ 71,500	$ 116,280	S	U	Exempt
CR0004	Supervising Deputy - COR	COR	4	$ 54,706	$ 87,457	C	U	Exempt
CC0005	Supervising Deputy Clerk - CC	CCC	7	$ 54,706	$ 87,457	C	U	Exempt
600890	Supervising Operating Engineer	1	12	$ 43,470	$ 70,890			Exempt
800022	Support Technician	1	5	$ 24,685	$ 40,290			Nonexempt
200544	Survey Party Chief	1	10	$ 36,605	$ 59,690			Nonexempt
200549	Systems Programmer	1	16	$ 58,970	$ 96,145			Exempt
100499	Technology Manager	1	20	$ 76,000	$ 123,930	S	U	Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100430	Therapeutic Recreation Specialist	1	9	$ 33,770	$ 55,060			Nonexempt
H00003	Ticket Sales Supervisor	2	H3	$ 8.50	$ 25.00			Nonexempt
H00010	Ticket Seller	2	H1	$ 7.25	$ 12.00			Nonexempt
H00006	Tour/Information Assistant	2	H1	$ 7.25	$ 12.00			Nonexempt
800510	Towing Operations Manager	1	15	$ 55,210	$ 90,270	S	U	Exempt
100392	Traffic Engineer, Senior	1	15	$ 55,210	$ 90,270			Exempt
100389	Traffic Engineering Assistant	1	14	$ 51,000	$ 84,354			Exempt
800981	Traffic Maintenance Technician I	1	3	$ 21,222	$ 34,609			Nonexempt
700981	Traffic Maintenance Technician II	1	6	$ 26,900	$ 43,860			Nonexempt
700983	Traffic Maintenance Technician III	1	8	$ 31,180	$ 50,847			Nonexempt
700982	Traffic Sign Fabricator I	1	4	$ 22,875	$ 37,301			Nonexempt
700975	Traffic Sign Fabricator II	1	6	$ 26,900	$ 43,860			Nonexempt
800012	Traffic Signal Technician I	1	7	$ 28,815	$ 47,022			Nonexempt
800013	Traffic Signal Technician II	1	10	$ 36,605	$ 59,690			Nonexempt
800016	Traffic Signal Technician III	1	11	$ 40,005	$ 65,280			Nonexempt
800014	Traffic Signal Technician IV	1	12	$ 43,470	$ 70,890			Nonexempt
900007	Traffic Systems Engineering Technician	1	10	$ 36,605	$ 59,690			Nonexempt
100516	Training Specialist	1	11	$ 40,005	$ 65,280			Nonexempt
100391	Transportation Engineer, Senior	1	15	$ 55,210	$ 90,270			Exempt
100413	Transportation Strategic Planner	1	19	$ 71,500	$ 116,280	S	U	Exempt
700974	Tree Trimmer I	1	6	$ 26,900	$ 43,860			Nonexempt
700984	Tree Trimmer II	1	8	$ 31,180	$ 50,847			Nonexempt
800035	Utility Construction Inspector	1	10	$ 36,605	$ 59,690			Nonexempt
600892	Utility Maintenance Mechanic I	1	6	$ 26,900	$ 43,860			Nonexempt
600893	Utility Maintenance Mechanic II	1	8	$ 31,180	$ 50,847			Nonexempt
600894	Utility Maintenance Mechanic III	1	9	$ 33,770	$ 55,060			Nonexempt
700986	Utility Maintenance Supervisor	1	10	$ 36,605	$ 59,690			Nonexempt
700987	Utility Maintenance Supervisor, Senior	1	13	$ 46,885	$ 76,449			Nonexempt
100332	Utility Operations Manager	1	19	$ 71,500	$ 116,280	S	U	Exempt
100394	Utility Planner	1	11	$ 40,005	$ 65,280			Exempt
700996	Veterinarian	1	14	$ 51,000	$ 84,354			Exempt
700995	Veterinary Technician	1	7	$ 28,815	$ 47,022			Nonexempt
CA0003	Victim / Witness Coordinator	CWA	2	$ 28,816	$ 46,066	C	U	Exempt
CA0001	Victim / Witness Program Advocate	CWA	1	$ 22,193	$ 35,478	C	U	Nonexempt
CA0002	Victim / Witness Program Assistant Director	CWA	2	$ 28,816	$ 46,066	C	U	Exempt
800029	Visitor Services Assistant	1	5	$ 24,685	$ 40,290			Nonexempt
800036	Visitor Services Coordinator	1	8	$ 31,180	$ 50,847			Nonexempt
100246	Visitor Services Specialist	1	10	$ 36,605	$ 59,690			Exempt
100397	Water Chemist	1	11	$ 40,005	$ 65,280			Exempt
100398	Water Chemist, Senior	1	12	$ 43,470	$ 70,890			Exempt
100399	Water Production Manager	1	19	$ 71,500	$ 116,280	S	U	Exempt
100333	Water Quality Manager	1	18	$ 67,350	$ 109,823	S	U	Exempt
800043	Water Treatment Plant Mechanic	1	8	$ 31,180	$ 50,847			Nonexempt
200543	Water Treatment Supervisor	1	15	$ 55,210	$ 90,270			Exempt
200565	Waterworks Operator I	1	8	$ 31,180	$ 50,847			Nonexempt
200566	Waterworks Operator II	1	9	$ 33,770	$ 55,060			Nonexempt
200567	Waterworks Operator III	1	10	$ 36,605	$ 59,690			Nonexempt
200568	Waterworks Operator IV	1	11	$ 40,005	$ 65,280			Nonexempt
800519	Webmaster	1	13	$ 46,885	$ 76,449			Exempt
600897	Welder	1	10	$ 36,605	$ 59,690			Nonexempt
SS0001	Work Release Crew Supervisor	SHF	1	$ 32,703	$ 51,342	C	U	Nonexempt
100237	Youth Detention Specialist I	1	8	$ 31,180	$ 50,847			Nonexempt
800050	Youth Detention Specialist II	1	9	$ 33,770	$ 55,060			Nonexempt
800051	Youth Detention Specialist III	1	11	$ 40,005	$ 65,280			Nonexempt
H00005	Youth Services Worker	2	H1	$ 7.25	$ 12.00			Nonexempt
200459	Zoning Enforcement Team Leader	1	14	$ 51,000	$ 84,354			Exempt
200490	Zoning Inspector I	1	9	$ 33,770	$ 55,060			Nonexempt
200491	Zoning Inspector II	1	10	$ 36,605	$ 59,690			Nonexempt
200492	Zoning Inspector III	1	12	$ 43,470	$ 70,890			Nonexempt
700978	Zoo Manager	1	14	$ 51,000	$ 84,354			Exempt
700998	Zookeeper	1	7	$ 28,815	$ 47,022			Nonexempt

FY 2017 Salary Ranges
Effective July 1, 2016 - January 6, 2017

Plan 1

Grade	Minimum		Midpoint		Maximum	
	Salary	Hourly Rate	Salary	Hourly Rate	Salary	Hourly Rate
1	$18,315	$8.80529	$24,203	$11.63582	$30,090	$14.46635
2	$19,705	$9.47356	$25,920	$12.46156	$32,135	$15.44957
3	$21,222	$10.20288	$27,915	$13.42082	$34,609	$16.63875
4	$22,875	$10.99760	$30,088	$14.46548	$37,301	$17.93337
5	$24,685	$11.86779	$32,488	$15.61899	$40,290	$19.37019
6	$26,900	$12.93269	$35,380	$17.00962	$43,860	$21.08654
7	$28,815	$13.85337	$37,919	$18.23005	$47,022	$22.60673
8	$31,180	$14.99038	$41,014	$19.71803	$50,847	$24.44567
9	$33,770	$16.23558	$44,415	$21.35327	$55,060	$26.47096
10	$36,605	$17.59856	$48,148	$23.14793	$59,690	$28.69731
11	$40,005	$19.23317	$52,643	$25.30889	$65,280	$31.38462
12	$43,470	$20.89904	$57,180	$27.49038	$70,890	$34.08173
13	$46,885	$22.54087	$61,667	$29.64760	$76,449	$36.75433
14	$51,000	$24.51923	$67,677	$32.53702	$84,354	$40.55481
15	$55,210	$26.54327	$72,740	$34.97115	$90,270	$43.39904
16	$58,970	$28.35096	$77,558	$37.28731	$96,145	$46.22365
17	$63,000	$30.28846	$82,908	$39.85962	$102,816	$49.43077
18	$67,350	$32.37981	$88,587	$42.58976	$109,823	$52.79971
19	$71,500	$34.37500	$93,890	$45.13942	$116,280	$55.90385
20	$76,000	$36.53846	$99,965	$48.06010	$123,930	$59.58173
21	$79,375	$38.16106	$105,733	$50.83293	$132,090	$63.50481
22	$83,400	$40.09615	$111,825	$53.76202	$140,250	$67.42788
23	$87,935	$42.27644	$118,683	$57.05889	$149,430	$71.84135
24	$92,800	$44.61538	$125,960	$60.55769	$159,120	$76.50000
25	$100,205	$48.17548	$134,763	$64.78966	$169,320	$81.40385
26	$110,250	$53.00481	$147,180	$70.75962	$184,110	$88.51442
27	$121,250	$58.29327	$160,840	$77.32692	$200,430	$96.36058
28	$138,000	$66.34615	$181,200	$87.11538	$224,400	$107.88462
29	N/R					

Plan 2

Grade	Minimum	Midpoint	Maximum
H1	$7.25	$9.63	$12.00
H2	$8.00	$13.00	$18.00
H3	$8.50	$16.75	$25.00
H4	$12.00	$20.50	$29.00
H5	$20.00	$32.50	$45.00
H6	$40.00	$60.00	$80.00

Police Pay Schedule - Plan 3

GRADE	STEP 1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	$37,975													
Hourly	$18.25702													
2	$40,981	$43,356	$44,414	$45,498	$46,609	$48,916	$50,112	$51,339	$52,597	$55,206	$56,560	$57,948	$59,370	$62,349
Hourly	$19.70258	$20.84423	$21.35280	$21.87389	$22.40807	$23.51737	$24.09251	$24.68243	$25.28715	$26.54152	$27.19231	$27.85961	$28.54339	$29.97536
3	$49,647	$50,863	$52,107	$53,384	$54,693	$56,033	$57,408	$58,818	$60,262	$61,743	$63,260	$64,814	$68,069	
Hourly	$23.86894	$24.45318	$25.05163	$25.66545	$26.29463	$26.93916	$27.60021	$28.27773	$28.97233	$29.68399	$30.41329	$31.16079	$32.72525	
4	$57,948	$59,370	$60,828	$62,322	$63,855	$65,425	$67,034	$68,684	$70,375	$72,108	$73,884	$75,705	$79,510	
Hourly	$27.85961	$28.54339	$29.24425	$29.96274	$30.69945	$31.45434	$32.22800	$33.02102	$33.83395	$34.66735	$35.52123	$36.39673	$38.22619	
5	$73,154	$74,956	$76,803	$78,698	$80,639	$82,630	$86,786							
Hourly	$35.17023	$36.03663	$36.92465	$37.83541	$38.76895	$39.72579	$41.72421							
6	$83,915	$86,013	$88,163	$90,367	$92,626	$94,941	$99,748							
Hourly	$40.34356	$41.35218	$42.38583	$43.44565	$44.53163	$45.64492	$47.95573							
7	$104,426	$107,037	$109,712	$112,455	$115,266	$118,148	$124,129							
Hourly	$50.20504	$51.45998	$52.74620	$54.06486	$55.41650	$56.80172	$59.67718							

Fire-Rescue Pay Schedule (40 hours) - Plan 4

GRADE	STEP 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	$36,617																	
Hourly	$17.60427																	
2	$41,168	$42,198	$43,253	$44,334	$45,443	$46,579	$47,746	$48,937	$50,161	$52,700								
Hourly	$19.79235	$20.28726	$20.79471	$21.31463	$21.84769	$22.39380	$22.95467	$23.52758	$24.11581	$25.33677								
3	$38,228	$39,184	$40,164	$41,168	$42,198	$43,253	$44,334	$45,443	$46,579	$47,743	$48,937	$50,161	$51,415	$52,700	$54,017	$55,367	$56,752	$59,625
Hourly	$18.37867	$18.83834	$19.30938	$19.79234	$20.28726	$20.79471	$21.31465	$21.84769	$22.39381	$22.95358	$23.52758	$24.11581	$24.71880	$25.33660	$25.96977	$26.61886	$27.28444	$28.66572
4	$39,284	$40,266	$41,273	$42,305	$43,363	$44,447	$45,558	$46,697	$47,865	$49,062	$50,289	$51,546	$52,835	$54,156	$55,509	$56,897	$58,319	$61,272
Hourly	$18.88669	$19.35886	$19.84297	$20.33903	$20.84761	$21.36870	$21.90288	$22.45070	$23.01218	$23.58731	$24.17724	$24.78196	$25.40146	$26.03633	$26.68712	$27.35430	$28.03816	$29.45758
5	$45,376	$46,511	$47,674	$48,865	$50,086	$51,338	$52,622	$53,938	$55,287	$56,669	$58,085	$59,537	$61,026	$62,551	$64,115	$65,716	$67,362	$70,772
Hourly	$21.81526	$22.36082	$22.92003	$23.49288	$24.07996	$24.68183	$25.29906	$25.93165	$26.58017	$27.24462	$27.92557	$28.62358	$29.33922	$30.07250	$30.82456	$31.59429	$32.38555	$34.02494
6	$50,286	$51,543	$52,831	$54,152	$55,506	$56,894	$58,316	$59,774	$61,268	$62,799	$64,371	$65,979	$67,628	$69,319	$71,053	$74,649		
Hourly	$24.17610	$24.78025	$25.39975	$26.03462	$26.68542	$27.35271	$28.03650	$28.73735	$29.45585	$30.19197	$30.94741	$31.72053	$32.51355	$33.32648	$34.15988	$35.88911		
7	$52,835	$54,156	$55,509	$56,897	$58,319	$59,777	$61,272	$62,804	$64,374	$65,983	$67,633	$69,324	$71,057	$72,833	$74,654	$78,433		
Hourly	$25.40146	$26.03633	$26.68712	$27.35441	$28.03820	$28.73906	$29.45754	$30.19425	$30.94914	$31.72280	$32.51583	$33.32875	$34.16215	$35.01604	$35.89153	$37.70837		
8	$57,735	$59,179	$60,658	$62,175	$63,729	$65,322	$66,955	$68,629	$70,345	$72,103	$73,905	$75,752	$77,647	$79,589	$81,579	$85,709		
Hourly	$27.75718	$28.45120	$29.16229	$29.89161	$30.63910	$31.40481	$32.18986	$32.99482	$33.81969	$34.66504	$35.53144	$36.41945	$37.33022	$38.26375	$39.22060	$41.20638		
9	$72,359	$74,168	$76,022	$77,923	$79,870	$81,868	$83,915	$86,013	$88,163	$90,367	$92,626	$94,941	$99,748					
Hourly	$34.78791	$35.65748	$36.54915	$37.46277	$38.39915	$39.35940	$40.34356	$41.35218	$42.38583	$43.44565	$44.53163	$45.64492	$47.95573					
10	$87,916	$90,115	$92,368	$94,678	$97,044	$99,470	$101,957	$104,506	$109,796									
Hourly	$42.26750	$43.32448	$44.40761	$45.51806	$46.65581	$47.82201	$49.01779	$50.24314	$52.78671									
11	$92,294	$94,602	$96,967	$99,392	$101,877	$104,423	$107,033	$109,709	$115,263									
Hourly	$44.37235	$45.48166	$46.61884	$47.78446	$48.97910	$50.20332	$51.45827	$52.74449	$55.41473									

Fire-Rescue Pay Schedule (52 hours) - Plan 4

GRADE	STEP 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	$36,617																	
Hourly	$13.54175																	
2	$41,168	$42,198	$43,253	$44,334	$45,443	$46,579	$47,746	$48,937	$50,161	$52,700								
Hourly	$15.22488	$15.60558	$15.99593	$16.39587	$16.80591	$17.22600	$17.65744	$18.09814	$18.55062	$19.48983								
3	$38,228	$39,184	$40,164	$41,168	$42,198	$43,253	$44,334	$45,443	$46,579	$47,743	$48,937	$50,161	$51,415	$52,700	$54,017	$55,367	$56,752	$59,625
Hourly	$14.13744	$14.49103	$14.85337	$15.22488	$15.60558	$15.99593	$16.39589	$16.80591	$17.22601	$17.65660	$18.09814	$18.55062	$19.01446	$19.48969	$19.97675	$20.47605	$20.98803	$22.05055
4	$39,284	$40,266	$41,273	$42,305	$43,363	$44,447	$45,558	$46,697	$47,865	$49,062	$50,289	$51,546	$52,835	$54,156	$55,509	$56,897	$58,319	$61,272
Hourly	$14.52822	$14.89143	$15.26382	$15.64541	$16.03662	$16.43746	$16.84837	$17.26977	$17.70168	$18.14409	$18.59787	$19.06304	$19.53959	$20.02794	$20.52855	$21.04177	$21.56782	$22.65968
5	$45,376	$46,511	$47,674	$48,865	$50,086	$51,338	$52,622	$53,938	$55,287	$56,669	$58,085	$59,537	$61,026	$62,551	$64,115	$65,716	$67,362	$70,772
Hourly	$16.78097	$17.20063	$17.63079	$18.07145	$18.52305	$18.98602	$19.46081	$19.94742	$20.44628	$20.95740	$21.48121	$22.01814	$22.56863	$23.13270	$23.71120	$24.30330	$24.91196	$26.17303
6	$50,286	$51,543	$52,831	$54,152	$55,506	$56,894	$58,316	$59,774	$61,268	$62,799	$64,371	$65,979	$67,628	$69,319	$71,053	$74,649		
Hourly	$18.59700	$19.06173	$19.53827	$20.02663	$20.52724	$21.04054	$21.56653	$22.10565	$22.65835	$23.22459	$23.80570	$24.40041	$25.01042	$25.63575	$26.27683	$27.60701		
7	$52,835	$54,156	$55,509	$56,897	$58,319	$59,777	$61,272	$62,804	$64,374	$65,983	$67,633	$69,324	$71,057	$72,833	$74,654	$78,433		
Hourly	$19.53959	$20.02794	$20.52855	$21.04186	$21.56785	$22.10697	$22.65965	$23.22635	$23.80703	$24.40216	$25.01217	$25.63750	$26.27858	$26.93541	$27.60887	$29.00644		
8	$57,735	$59,179	$60,658	$62,175	$63,729	$65,322	$66,955	$68,629	$70,345	$72,103	$73,905	$75,752	$77,647	$79,589	$81,579	$85,709		
Hourly	$21.35168	$21.88554	$22.43253	$22.99354	$23.56854	$24.15755	$24.76143	$25.38063	$26.01514	$26.66541	$27.33188	$28.01496	$28.71555	$29.43366	$30.16969	$31.69722		
9	$72,359	$74,168	$76,022	$77,923	$79,870	$81,868	$83,915	$86,013	$88,163	$90,367	$92,626	$94,941	$99,748					
Hourly	$26.75993	$27.42883	$28.11473	$28.81751	$29.53781	$30.27646	$31.03351	$31.80937	$32.60449	$33.41973	$34.25510	$35.11148	$36.88902					
10	$87,916	$90,115	$92,368	$94,678	$97,044	$99,470	$101,957	$104,506	$109,796									
Hourly	$32.51346	$33.32652	$34.15970	$35.01389	$35.88908	$36.78616	$37.70599	$38.64857	$40.60516									
11	$92,294	$94,602	$96,967	$99,392	$101,877	$104,423	$107,033	$109,709	$115,263									
Hourly	$34.13257	$34.98589	$35.86064	$36.75728	$37.67623	$38.61794	$39.58328	$40.57268	$42.62672									

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
500713	Account Representative	1	7	$ 29,391	$ 47,962			Nonexempt
100151	Accountant I	1	11	$ 40,805	$ 66,586			Nonexempt
TR0005	Accountant I - TR	TRO	2	$ 27,190	$ 43,470	C	U	Nonexempt
100152	Accountant II	1	12	$ 44,339	$ 72,308			Nonexempt
TR0006	Accountant II - TR	TRO	3	$ 37,335	$ 59,689	C	U	Nonexempt
100153	Accountant III	1	13	$ 47,823	$ 77,978			Exempt
TR0007	Accountant III - TR	TRO	4	$ 49,122	$ 78,533	C	U	Exempt
100154	Accountant IV	1	14	$ 52,020	$ 86,041			Exempt
100455	Accountant V	1	16	$ 60,149	$ 98,068			Exempt
100186	Accounting Manager	1	17	$ 64,260	$ 104,872			Exempt
TR0008	Accounting Manager - TR	TRO	6	$ 59,540	$ 95,182	C	U	Exempt
100180	Accounting Manager, Senior	1	18	$ 68,697	$ 112,020			Exempt
800515	Accounting Supervisor	1	14	$ 52,020	$ 86,041			Exempt
TR0002	Accounting Technician - TR	TRO	1	$ 25,177	$ 40,247	C	U	Nonexempt
800017	Accounting Technician I	1	6	$ 27,438	$ 44,737			Nonexempt
800019	Accounting Technician II	1	7	$ 29,391	$ 47,962			Nonexempt
800030	Accounting Technician III	1	8	$ 31,804	$ 51,864			Nonexempt
TR0004	Accounting Technician Supervisor - TR	TRO	3	$ 37,335	$ 59,689	C	U	Nonexempt
TR0003	Accounting Technician, Senior - TR	TRO	2	$ 27,190	$ 43,470	C	U	Nonexempt
100197	Administrative Analyst	1	13	$ 47,823	$ 77,978			Exempt
CC0007	Administrative Assistant - CC	CCC	5	$ 39,001	$ 65,658	C	U	Exempt
CA0004	Administrative Assistant - CWA	CWA	3	$ 34,125	$ 54,554	C	U	Exempt
800027	Administrative Assistant I	1	9	$ 34,445	$ 56,161			Nonexempt
500706	Administrative Assistant II	1	10	$ 37,337	$ 60,884			Exempt
500001	Administrative Manager	1	15	$ 56,314	$ 92,075			Exempt
CC0006	Administrative Manager - CC	CCC	7	$ 55,800	$ 89,206	C	U	Exempt
CR0005	Administrative Manager - COR	COR	5	$ 59,540	$ 95,182	C	U	Exempt
800001	Administrative Technician	1	7	$ 29,391	$ 47,962			Nonexempt
300620	Animal Caretaker	1	2	$ 20,099	$ 32,778			Nonexempt
300646	Animal Caretaker, Senior	1	4	$ 23,333	$ 38,047			Nonexempt
700902	Animal Registrar	1	9	$ 34,445	$ 56,161			Nonexempt
800505	Applications Analyst	1	14	$ 52,020	$ 86,041			Exempt
200546	Applications Development Team Supervisor	1	17	$ 64,260	$ 104,872			Exempt
CC0013	Applications Manager - CC	CCC	9	$ 68,817	$ 121,118	C	U	Exempt
900005	Architect I	1	13	$ 47,823	$ 77,978			Exempt
100174	Architect II	1	16	$ 60,149	$ 98,068			Exempt
100175	Architect III	1	17	$ 64,260	$ 104,872			Exempt
100470	Architect IV	1	18	$ 68,697	$ 112,020			Exempt
100177	Archivist	1	11	$ 40,805	$ 66,586			Exempt
100284	Arts Manager	1	15	$ 56,314	$ 92,075	S	U	Exempt
600801	Asphalt Plant Operator I	1	8	$ 31,804	$ 51,864			Nonexempt
600802	Asphalt Plant Operator II	1	9	$ 34,445	$ 56,161			Nonexempt
700904	Assistant Animal Services Supervisor	1	11	$ 40,805	$ 66,586			Exempt
000059	Assistant Chief Of Police	5	10	$ 105,600	$ 125,376			Exempt
100181	Assistant City Attorney I	1	16	$ 60,149	$ 98,068	L	U	Exempt
100182	Assistant City Attorney II	1	18	$ 68,697	$ 112,020	L	U	Exempt
100183	Assistant City Attorney III	1	20	$ 77,520	$ 126,409	L	U	Exempt
100477	Assistant City Auditor / Audit Analyst	1	13	$ 47,823	$ 77,978		U	Exempt
100415	Assistant City Auditor I	1	10	$ 37,337	$ 60,884		U	Exempt
100416	Assistant City Auditor II	1	14	$ 52,020	$ 86,041		U	Exempt
800023	Assistant City Clerk / Support Technician	1	5	$ 25,179	$ 41,096		U	Nonexempt
000088	Assistant City Engineer	1	19	$ 72,930	$ 118,606			Exempt
000034	Assistant City Surveyor	1	15	$ 56,314	$ 92,075			Exempt
CA0012	Assistant Commonwealth's Attorney I	CWA	9	$ 58,610	$ 93,191	C	U	Exempt
CA0013	Assistant Commonwealth's Attorney II	CWA	10	$ 65,528	$ 104,187	C	U	Exempt
CA0014	Assistant Commonwealth's Attorney III	CWA	11	$ 74,618	$ 118,643	C	U	Exempt
000013	Assistant Director	1	21	$ 80,963	$ 134,732	S	U	Exempt
000804	Assistant Facilities Maintenance Manager	1	17	$ 64,260	$ 104,872			Exempt
300601	Assistant Fire Chief	5	10	$ 105,600	$ 125,376			Exempt
200407	Assistant Fire Marshal	5	6	$ 54,550	$ 78,770			Nonexempt
000020	Assistant Fleet Maintenance Manager	1	15	$ 56,314	$ 92,075			Exempt
SC0012	Assistant Inmate Classification Manager	SHC	11	$ 42,998	$ 68,351	C	U	Exempt
SC0007	Assistant Procurement Specialist	SHC	9	$ 36,420	$ 57,895	C	U	Exempt
000027	Assistant Streets Engineer	1	15	$ 56,314	$ 92,075			Exempt
000029	Assistant Superintendent of Utility Division	1	17	$ 64,260	$ 104,872			Exempt
000026	Assistant Superintendent of Waste Management	1	16	$ 60,149	$ 98,068			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
700901	Assistant Supervisor of Animal Services	1	12	$ 44,339	$ 72,308			Nonexempt
100426	Assistant to the City Manager	1	20	$ 77,520	$ 126,409	E	U	Exempt
100428	Assistant to the City Manager, Senior	1	21	$ 80,963	$ 134,732	E	U	Exempt
700958	Athletics Groundskeeper	1	7	$ 29,391	$ 47,962			Nonexempt
100200	Auditor I	1	12	$ 44,339	$ 72,308			Exempt
100201	Auditor II	1	14	$ 52,020	$ 86,041			Exempt
100202	Auditor Supervisor	1	16	$ 60,149	$ 98,068			Exempt
600807	Autobody Repair Mechanic	1	7	$ 29,391	$ 47,962			Nonexempt
600808	Autobody Repair Mechanic, Senior	1	9	$ 34,445	$ 56,161			Nonexempt
600817	Automotive Mechanic	1	10	$ 37,337	$ 60,884			Nonexempt
600813	Automotive Operations Manager	1	12	$ 44,339	$ 72,308			Exempt
800044	Automotive Repair Technician	1	10	$ 37,337	$ 60,884			Nonexempt
800045	Automotive Repair Technician, Senior	1	11	$ 40,805	$ 66,586			Nonexempt
600821	Automotive Service Attendant	1	8	$ 31,804	$ 51,864			Nonexempt
300609	Battalion Fire Chief	5	9	$ 88,550	$ 110,390			Exempt
800015	Benefit Programs Specialist I	1	8	$ 31,804	$ 51,864			Nonexempt
100198	Benefit Programs Specialist II	1	9	$ 34,445	$ 56,161			Nonexempt
100199	Benefit Programs Specialist, Senior	1	10	$ 37,337	$ 60,884			Nonexempt
200540	Benefit Programs Supervisor	1	12	$ 44,339	$ 72,308			Exempt
100159	Box Office Manager	1	13	$ 47,823	$ 77,978			Exempt
100205	Box Office Supervisor	1	9	$ 34,445	$ 56,161			Exempt
200454	Bridge Inspection Supervisor	1	13	$ 47,823	$ 77,978			Nonexempt
700905	Bridge Maintenance Supervisor	1	13	$ 47,823	$ 77,978			Nonexempt
800033	Broadcast Production Assistant	1	5	$ 25,179	$ 41,096			Nonexempt
100453	Budget & Policy Analyst	1	13	$ 47,823	$ 77,978			Exempt
100452	Budget & Policy Analyst, Senior	1	15	$ 56,314	$ 92,075			Exempt
100215	Budget Team Leader	1	18	$ 68,697	$ 112,020		U	Exempt
100454	Budget Technician	1	9	$ 34,445	$ 56,161			Nonexempt
700903	Building / Equipment Maintenance Supervisor	1	11	$ 40,805	$ 66,586			Nonexempt
000095	Building Commissioner	1	20	$ 77,520	$ 126,409	S	U	Exempt
100460	Bureau Manager	1	18	$ 68,697	$ 112,020	S	U	Exempt
H00041	Business Analyst	2	H5	$ 20.00	$ 45.00			Nonexempt
100325	Business Development Analyst, Principal	1	18	$ 68,697	$ 112,020	S	U	Exempt
100191	Business Development Consultant	1	13	$ 47,823	$ 77,978			Exempt
100192	Business Development Manager	1	16	$ 60,149	$ 98,068	S	U	Exempt
100324	Business Development Manager, Senior	1	17	$ 64,260	$ 104,872	S	U	Exempt
100323	Business Manager	1	13	$ 47,823	$ 77,978			Exempt
100209	Buyer I	1	10	$ 37,337	$ 60,884			Exempt
100210	Buyer II	1	13	$ 47,823	$ 77,978			Exempt
100870	Capacity Analyst	1	13	$ 47,823	$ 77,978			Exempt
600824	Carpenter I	1	8	$ 31,804	$ 51,864			Nonexempt
600825	Carpenter II	1	9	$ 34,445	$ 56,161			Nonexempt
100503	Case Manager I	1	7	$ 29,391	$ 47,962			Nonexempt
100484	Case Manager II	1	9	$ 34,445	$ 56,161			Nonexempt
100485	Case Manager III	1	11	$ 40,805	$ 66,586			Nonexempt
100486	Case Manager IV	1	12	$ 44,339	$ 72,308			Exempt
100169	Cash & Investments Analyst	1	13	$ 47,823	$ 77,978			Exempt
CC0011	Cashier - CC	CCC	2	$ 29,323	$ 46,880	C	U	Nonexempt
700906	Cemetery Manager I	1	6	$ 27,438	$ 44,737			Nonexempt
700907	Cemetery Manager II	1	9	$ 34,445	$ 56,161			Nonexempt
CR0006	Chief Deputy - COR	COR	6	$ 68,817	$ 121,118	C	U	Exempt
CC0002	Chief Deputy Circuit Court	CCC	9	$ 68,817	$ 121,118	C	U	Exempt
100282	Chief Deputy City Attorney	1	26	$ 112,455	$ 187,792	L	U	Exempt
100278	Chief Deputy City Clerk	1	15	$ 56,314	$ 92,075		U	Exempt
000004	Chief Deputy City Manager	1	27	$ 123,675	$ 204,439	E	U	Exempt
CA0016	Chief Deputy Commonwealth's Attorney	CWA	13	$ 97,430	$ 154,914	C	U	Exempt
200421	Chief Deputy Real Estate Assessor	1	20	$ 77,520	$ 126,409	S	U	Exempt
000072	Chief Information Officer	1	25	$ 102,209	$ 172,706	E	U	Exempt
800650	Chief Marketing Officer	1	24	$ 94,656	$ 162,302	E	U	Exempt
000815	Chief Medical Officer	1	29	N/R	N/R	S	U	Exempt
800701	Chief of Construction Operations	1	16	$ 60,149	$ 98,068			Exempt
000066	Chief of Fire-Rescue	1	25	$ 102,209	$ 172,706	E	U	Exempt
000816	Chief of Nursing	1	16	$ 60,149	$ 98,068			Exempt
000040	Chief of Police	1	25	$ 102,209	$ 172,706	E	U	Exempt
600830	Chief Operating Engineer	1	16	$ 60,149	$ 98,068			Exempt
000005	Chief Resilience Officer	1	26	$ 112,455	$ 187,792	E	U	Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100234	Chief Training Officer-CES	1	12	$ 44,339	$ 72,308			Exempt
800028	Chief Waterworks Operator	1	13	$ 47,823	$ 77,978			Nonexempt
500714	Citizen Service Advisor I	1	5	$ 25,179	$ 41,096			Nonexempt
500715	Citizen Service Advisor II	1	7	$ 29,391	$ 47,962			Nonexempt
500716	Citizen Service Advisor III	1	9	$ 34,445	$ 56,161			Nonexempt
000110	City Assessor	1	22	$ 85,068	$ 143,055	CA	U	Exempt
000042	City Attorney	1	28	$ 140,760	$ 228,888	CA	U	Exempt
000044	City Auditor	1	20	$ 77,520	$ 126,409	CA	U	Exempt
000046	City Clerk	1	22	$ 85,068	$ 143,055	CA	U	Exempt
100480	City Controller	1	18	$ 68,697	$ 112,020	S	U	Exempt
100479	City Economist	1	18	$ 68,697	$ 112,020			Exempt
000049	City Engineer	1	21	$ 80,963	$ 134,732	S	U	Exempt
700910	City Forester	1	14	$ 52,020	$ 86,041			Exempt
100311	City Historian	1	12	$ 44,339	$ 72,308			Exempt
000050	City Manager	1	29	N/R	N/R	CA	U	Exempt
100248	City Planner I	1	11	$ 40,805	$ 66,586			Exempt
100249	City Planner II	1	13	$ 47,823	$ 77,978			Exempt
100467	City Planner III	1	14	$ 52,020	$ 86,041			Exempt
100250	City Planning Manager	1	17	$ 64,260	$ 104,872	S	U	Exempt
200425	City Planning Technician	1	9	$ 34,445	$ 56,161			Nonexempt
200426	City Planning Technician, Senior	1	10	$ 37,337	$ 60,884			Nonexempt
100379	City Safety Officer	1	16	$ 60,149	$ 98,068			Exempt
100252	City Surveyor	1	18	$ 68,697	$ 112,020	S	U	Exempt
100233	City Transportation Engineer	1	20	$ 77,520	$ 126,409	S	U	Exempt
TR0013	City Treasurer	TRO	8	$ 87,546	$ 139,197	C	U	Exempt
100162	City Wellness Coordinator	1	13	$ 47,823	$ 77,978			Exempt
100255	Civil Engineer I	1	13	$ 47,823	$ 77,978			Exempt
100256	Civil Engineer II	1	14	$ 52,020	$ 86,041			Exempt
100257	Civil Engineer III	1	15	$ 56,314	$ 92,075			Exempt
100258	Civil Engineer IV	1	16	$ 60,149	$ 98,068			Exempt
100259	Civil Engineer V	1	17	$ 64,260	$ 104,872			Exempt
CC0001	Clerk of the Circuit Court	CCC	10	$ 87,546	$ 139,197	C	U	Exempt
100517	Clinical Coordinator	1	14	$ 52,020	$ 86,041			Exempt
100518	Clinical Supervisor	1	15	$ 56,314	$ 92,075			Exempt
100487	Clinician	1	13	$ 47,823	$ 77,978			Exempt
200485	Codes Enforcement Team Leader	1	14	$ 52,020	$ 86,041			Exempt
800046	Codes Records & Research Manager	1	14	$ 52,020	$ 86,041			Exempt
800006	Codes Specialist	1	10	$ 37,337	$ 60,884			Nonexempt
800489	Codes Specialist, Senior	1	11	$ 40,805	$ 66,586			Nonexempt
100262	Collection Coordinator	1	11	$ 40,805	$ 66,586			Exempt
CR0007	Commissioner of the Revenue	COR	7	$ 87,546	$ 139,197	C	U	Exempt
CA0017	Commonwealth's Attorney	CWA	14	$ 137,379	$ 218,433	C	U	Exempt
800690	Communications Manager	1	18	$ 68,697	$ 112,020		U	Exempt
000116	Community Assessment Team Coordinator	1	11	$ 40,805	$ 66,586			Exempt
200552	Compliance Inspector	1	10	$ 37,337	$ 60,884			Nonexempt
400550	Compliance Specialist	1	9	$ 34,445	$ 56,161			Exempt
CC0004	Comptroller - CC	CCC	8	$ 59,540	$ 95,182	C	U	Exempt
200432	Computer Operations Supervisor	1	13	$ 47,823	$ 77,978			Exempt
200461	Construction Inspector I	1	9	$ 34,445	$ 56,161			Nonexempt
200462	Construction Inspector II	1	11	$ 40,805	$ 66,586			Nonexempt
200463	Construction Inspector III	1	12	$ 44,339	$ 72,308			Nonexempt
100488	Consumer Relations Specialist	1	13	$ 47,823	$ 77,978			Exempt
000082	Contract & Program Administrator	1	14	$ 52,020	$ 86,041			Exempt
000805	Contract Administrator	1	14	$ 52,020	$ 86,041			Exempt
100370	Contract Monitoring Specialist	1	11	$ 40,805	$ 66,586			Exempt
700912	Cook	1	4	$ 23,333	$ 38,047			Nonexempt
SC0019	Corrections Director	SHC	16	$ 53,808	$ 85,538	C	U	Exempt
100502	Counselor I	1	7	$ 29,391	$ 47,962			Nonexempt
100489	Counselor II	1	9	$ 34,445	$ 56,161			Nonexempt
100490	Counselor III	1	11	$ 40,805	$ 66,586			Nonexempt
100491	Counselor IV	1	12	$ 44,339	$ 72,308			Exempt
400651	Creative Designer & Production Manager	1	12	$ 44,339	$ 72,308			Nonexempt
700914	Crew Leader I	1	9	$ 34,445	$ 56,161			Nonexempt
700915	Crew Leader II	1	10	$ 37,337	$ 60,884			Nonexempt
800660	Crime Analyst	1	11	$ 40,805	$ 66,586			Exempt
800670	Crime Analyst, Senior	1	13	$ 47,823	$ 77,978			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
400652	Criminal Docket Specialist	1	9	$ 34,445	$ 56,161			Nonexempt
200531	Cross-Connection Specialist	1	8	$ 31,804	$ 51,864			Nonexempt
200532	Cross-Connection Specialist, Senior	1	10	$ 37,337	$ 60,884			Nonexempt
100272	Curator	1	12	$ 44,339	$ 72,308			Exempt
700920	Custodian	1	2	$ 20,099	$ 32,778			Nonexempt
700919	Custodian, Senior	1	4	$ 23,333	$ 38,047			Nonexempt
800610	Customer Service Manager	1	18	$ 68,697	$ 112,020	S	U	Exempt
800018	Customer Service Representative	1	5	$ 25,179	$ 41,096			Nonexempt
TR0001	Customer Service Representative-TR	TRO	1	$ 25,177	$ 40,247	C	U	Nonexempt
500718	Data Processor	1	4	$ 23,333	$ 38,047			Nonexempt
200445	Data Quality Control Analyst	1	7	$ 29,391	$ 47,962			Nonexempt
200443	Data Quality Control Manager	1	9	$ 34,445	$ 56,161			Nonexempt
100273	Database Administrator	1	16	$ 60,149	$ 98,068			Exempt
000270	Database Manager	1	18	$ 68,697	$ 112,020			Exempt
100411	Debt Management Specialist I	1	14	$ 52,020	$ 86,041			Exempt
100418	Debt Management Specialist II	1	15	$ 56,314	$ 92,075			Exempt
100414	Debt Manager	1	16	$ 60,149	$ 98,068			Exempt
100481	Demographer	1	14	$ 52,020	$ 86,041			Exempt
000038	Deputy Chief of Police	1	22	$ 85,068	$ 143,055		U	Exempt
100275	Deputy City Attorney I	1	23	$ 89,694	$ 152,419	L	U	Exempt
100276	Deputy City Attorney II	1	24	$ 94,656	$ 162,302	L	U	Exempt
100279	Deputy City Attorney III	1	25	$ 102,209	$ 172,706	L	U	Exempt
100417	Deputy City Auditor	1	16	$ 60,149	$ 98,068		U	Exempt
100425	Deputy City Clerk / Administrative Analyst I	1	14	$ 52,020	$ 86,041		U	Exempt
100420	Deputy City Clerk / Assistant to the Mayor	1	11	$ 40,805	$ 66,586		U	Exempt
100473	Deputy City Clerk / Executive Assistant to the Mayor	1	20	$ 77,520	$ 126,409		U	Exempt
500773	Deputy City Clerk / Secretary	1	9	$ 34,445	$ 56,161		U	Nonexempt
500768	Deputy City Clerk / Secretary to the Mayor	1	12	$ 44,339	$ 72,308		U	Nonexempt
500764	Deputy City Clerk / Senior Secretary	1	10	$ 37,337	$ 60,884		U	Nonexempt
500772	Deputy City Clerk / Stenographic Reporter	1	8	$ 31,804	$ 51,864		U	Nonexempt
000002	Deputy City Manager	1	26	$ 112,455	$ 187,792	E	U	Exempt
CC0012	Deputy Clerk I - CC	CCC	1	$ 25,917	$ 41,431	C	U	Nonexempt
CC0010	Deputy Clerk II - CC	CCC	2	$ 29,323	$ 46,880	C	U	Nonexempt
CC0009	Deputy Clerk III - CC	CCC	3	$ 31,698	$ 50,672	C	U	Nonexempt
000092	Deputy Code Official	1	15	$ 56,314	$ 92,075			Exempt
CA0015	Deputy Commonwealth's Attorney	CWA	12	$ 87,545	$ 139,198	C	U	Exempt
300606	Deputy Fire Chief	5	11	$ 107,100	$ 127,157			Exempt
200470	Deputy Fire Marshal	5	7	$ 64,100	$ 90,303			Nonexempt
CR0001	Deputy I - COR	COR	1	$ 27,190	$ 55,059	C	U	Nonexempt
CR0002	Deputy II - COR	COR	2	$ 34,127	$ 69,345	C	U	Nonexempt
CR0003	Deputy III - COR	COR	3	$ 43,376	$ 78,533	C	U	Exempt
100203	Deputy Registrar / Elections Administrator	1	11	$ 40,805	$ 66,586		U	Exempt
SS0002	Deputy Sheriff	SHF	2	$ 33,637	$ 52,827	C	U	Nonexempt
SS0007	Deputy Sheriff (Captain)	SHF	6	$ 51,580	$ 81,351	C	U	Nonexempt
SS0010	Deputy Sheriff (Colonel)	SHF	9	$ 65,529	$ 103,525	C	U	Nonexempt
SS0004	Deputy Sheriff (Corporal)	SHF	3	$ 36,974	$ 58,130	C	U	Nonexempt
SS0009	Deputy Sheriff (Lieutenant Colonel)	SHF	8	$ 62,461	$ 98,647	C	U	Nonexempt
SS0006	Deputy Sheriff (Lieutenant)	SHF	5	$ 44,707	$ 70,422	C	U	Nonexempt
SS0008	Deputy Sheriff (Major)	SHF	7	$ 54,105	$ 85,370	C	U	Nonexempt
SS0003	Deputy Sheriff (Master)	SHF	2	$ 33,637	$ 52,827	C	U	Nonexempt
SS0005	Deputy Sheriff (Sergeant)	SHF	4	$ 42,630	$ 67,121	C	U	Nonexempt
TR0012	Deputy Treasurer	TRO	7	$ 68,817	$ 121,118	C	U	Exempt
100461	Design & Rehabilitation Consultant, Senior	1	14	$ 52,020	$ 86,041			Exempt
100474	Design/Construction Project Manager, Senior	1	17	$ 64,260	$ 104,872			Exempt
800049	Detention Center Assistant Superintendent	1	14	$ 52,020	$ 86,041			Exempt
100244	Detention Center Superintendent	1	20	$ 77,520	$ 126,409	S	U	Exempt
800048	Detention Center Supervisor	1	12	$ 44,339	$ 72,308			Exempt
500725	Direct Support Professional I	1	5	$ 25,179	$ 41,096			Nonexempt
500726	Direct Support Professional II	1	6	$ 27,438	$ 44,737			Nonexempt
000575	Director of Budget & Strategic Planning	1	24	$ 94,656	$ 162,302	E	U	Exempt
000075	Director of City Planning	1	24	$ 94,656	$ 162,302	E	U	Exempt
CA0011	Director of Communications - CWA	CWA	8	$ 52,477	$ 83,962	C	U	Exempt
000065	Director of Cultural Facilities, Arts, & Entertainment	1	24	$ 94,656	$ 162,302	E	U	Exempt
000067	Director of Development	1	24	$ 94,656	$ 162,302	E	U	Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
000111	Director of Elections	1	22	$ 85,068	$ 143,055		U	Exempt
000068	Director of Finance	1	24	$ 94,656	$ 162,302	E	U	Exempt
000069	Director of General Services	1	24	$ 94,656	$ 162,302	E	U	Exempt
000070	Director of Human Resources	1	24	$ 94,656	$ 162,302	E	U	Exempt
000071	Director of Human Services	1	24	$ 94,656	$ 162,302	E	U	Exempt
000023	Director of Information Technology	1	24	$ 94,656	$ 162,302	E	U	Exempt
000003	Director of Intergovernmental Relations	1	20	$ 77,520	$ 126,409	E	U	Exempt
000073	Director of Libraries	1	24	$ 94,656	$ 162,302	E	U	Exempt
000084	Director of Maritime Center	1	24	$ 94,656	$ 162,302	E	U	Exempt
000074	Director of Neighborhood Development	1	24	$ 94,656	$ 162,302	E	U	Exempt
000076	Director of Public Works	1	24	$ 94,656	$ 162,302	E	U	Exempt
000081	Director of Recreation, Parks, & Open Space	1	24	$ 94,656	$ 162,302	E	U	Exempt
000056	Director of the Office of Emergency Preparedness & Response	1	24	$ 94,656	$ 162,302	E	U	Exempt
000121	Director of the Office to End Homelessness	1	20	$ 77,520	$ 126,409	E	U	Exempt
000142	Director of the Virginia Zoological Park	1	24	$ 94,656	$ 162,302	E	U	Exempt
000077	Director of Utilities	1	24	$ 94,656	$ 162,302	E	U	Exempt
100295	Disability Case Manager	1	12	$ 44,339	$ 72,308			Exempt
100465	Division Head	1	16	$ 60,149	$ 98,068	S	U	Exempt
TR0011	Division Manager - TR	TRO	5	$ 52,335	$ 83,664	C	U	Exempt
100492	Early Childhood Special Educator	1	14	$ 52,020	$ 86,041			Exempt
100456	Economic & Policy Analyst	1	13	$ 47,823	$ 77,978			Exempt
100457	Economic & Policy Analyst, Senior	1	15	$ 56,314	$ 92,075			Exempt
100449	Economic Forecast Specialist	1	15	$ 56,314	$ 92,075			Exempt
100245	Education Manager	1	14	$ 52,020	$ 86,041			Exempt
SC0013	Education Program Manager	SHC	11	$ 42,998	$ 68,351	C	U	Exempt
SC0008	Education Programs Specialist	SHC	10	$ 39,001	$ 61,997	C	U	Exempt
800010	Education Specialist	1	7	$ 29,391	$ 47,962			Nonexempt
H00004	Election Aide	2	H2	$ 8.00	$ 18.00			Nonexempt
800011	Election Assistant I	1	5	$ 25,179	$ 41,096		U	Nonexempt
500759	Election Assistant II	1	6	$ 27,438	$ 44,737		U	Nonexempt
800009	Election Assistant III	1	7	$ 29,391	$ 47,962		U	Nonexempt
500760	Election Assistant IV	1	9	$ 34,445	$ 56,161		U	Nonexempt
600834	Electrician I	1	6	$ 27,438	$ 44,737			Nonexempt
600835	Electrician II	1	9	$ 34,445	$ 56,161			Nonexempt
600836	Electrician III	1	10	$ 37,337	$ 60,884			Nonexempt
600837	Electrician IV	1	11	$ 40,805	$ 66,586			Nonexempt
SC0005	Electronic Surveillance Supervisor	SHC	7	$ 33,691	$ 53,555	C	U	Exempt
600840	Electronics Technician I	1	8	$ 31,804	$ 51,864			Nonexempt
600841	Electronics Technician II	1	10	$ 37,337	$ 60,884			Nonexempt
100493	Emergency Services Counselor	1	12	$ 44,339	$ 72,308			Exempt
700922	Engineering Aide	1	4	$ 23,333	$ 38,047			Nonexempt
000085	Engineering Manager	1	20	$ 77,520	$ 126,409	S	U	Exempt
200437	Engineering Technician I	1	10	$ 37,337	$ 60,884			Nonexempt
200438	Engineering Technician II	1	11	$ 40,805	$ 66,586			Nonexempt
200439	Engineering Technician III	1	12	$ 44,339	$ 72,308			Nonexempt
200440	Engineering Technician IV	1	13	$ 47,823	$ 77,978			Nonexempt
100297	Enterprise Controller	1	16	$ 60,149	$ 98,068			Exempt
100299	Environmental Engineer	1	14	$ 52,020	$ 86,041			Exempt
700991	Environmental Health Assistant I	1	3	$ 21,646	$ 35,301			Nonexempt
700992	Environmental Health Assistant II	1	4	$ 23,333	$ 38,047			Nonexempt
000100	Environmental Services Manager	1	19	$ 72,930	$ 118,606	S	U	Exempt
200452	Environmental Specialist I	1	10	$ 37,337	$ 60,884			Nonexempt
200453	Environmental Specialist II	1	12	$ 44,339	$ 72,308			Nonexempt
700924	Equipment Operator I	1	4	$ 23,333	$ 38,047			Nonexempt
700925	Equipment Operator II	1	7	$ 29,391	$ 47,962			Nonexempt
700926	Equipment Operator III	1	8	$ 31,804	$ 51,864			Nonexempt
700927	Equipment Operator IV	1	9	$ 34,445	$ 56,161			Nonexempt
800402	Event Coordinator	1	12	$ 44,339	$ 72,308			Exempt
800405	Event Support Crew Member I	1	4	$ 23,333	$ 38,047			Nonexempt
800406	Event Support Crew Member II	1	6	$ 27,438	$ 44,737			Nonexempt
000158	Executive Director - Slover Library	1	21	$ 80,963	$ 134,732	E	U	Exempt
000831	Executive Director CSB	1	24	$ 94,656	$ 162,302	E	U	Exempt
000087	Executive Manager of Retirement Systems	1	20	$ 77,520	$ 126,409	S	U	Exempt
CA0010	Executive Secretary / Assistant - CWA	CWA	7	$ 46,145	$ 73,762	C	U	Nonexempt
100253	Exhibits Manager / Designer	1	13	$ 47,823	$ 77,978			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100871	Facilities Maintenance Manager	1	19	$ 72,930	$ 118,606	S	U	Exempt
800521	Facilities Manager	1	13	$ 47,823	$ 77,978			Exempt
800052	Family Services Associate	1	7	$ 29,391	$ 47,962			Nonexempt
100364	Family Services Supervisor	1	14	$ 52,020	$ 86,041			Exempt
100366	Family Services Worker I	1	10	$ 37,337	$ 60,884			Nonexempt
100367	Family Services Worker II	1	12	$ 44,339	$ 72,308			Nonexempt
200404	Family Services Worker III	1	13	$ 47,823	$ 77,978			Exempt
000047	Financial Operations Manager	1	15	$ 56,314	$ 92,075			Exempt
300611	Fire Captain	5	7	$ 64,100	$ 90,303			Nonexempt
200471	Fire Inspector	5	4	$ 49,354	$ 73,049			Nonexempt
300612	Fire Lieutenant	5	6	$ 54,550	$ 78,770			Nonexempt
300614	Firefighter EMT	5	2(a)	$ 41,168	$ 54,166			Nonexempt
300617	Firefighter EMT - Advanced	5	2	$ 42,450	$ 62,830			Nonexempt
300643	Firefighter EMT - Intermediate	5	3	$ 43,500	$ 64,384			Nonexempt
300616	Firefighter EMT - Paramedic	5	4	$ 49,354	$ 73,049			Nonexempt
300604	Firefighter Recruit	5	1	$ 40,000	$ 40,000			Nonexempt
000090	Fiscal Manager I	1	13	$ 47,823	$ 77,978			Exempt
800504	Fiscal Manager II	1	14	$ 52,020	$ 86,041			Exempt
100371	Fiscal Monitoring Specialist I	1	11	$ 40,805	$ 66,586			Exempt
100372	Fiscal Monitoring Specialist II	1	13	$ 47,823	$ 77,978			Exempt
100167	Fiscal Systems Analyst	1	14	$ 52,020	$ 86,041			Exempt
100471	Fiscal Systems Manager	1	16	$ 60,149	$ 98,068			Exempt
600819	Fleet Coordinator	1	11	$ 40,805	$ 66,586			Exempt
SC0022	Fleet Coordinator - SC	SHC	4	$ 29,070	$ 46,410	C	U	Nonexempt
000091	Fleet Maintenance Manager	1	19	$ 72,930	$ 118,606	S	U	Exempt
700911	Food Service Manager	1	11	$ 40,805	$ 66,586			Exempt
700929	Forestry Crew Leader	1	11	$ 40,805	$ 66,586			Nonexempt
700930	Forestry Supervisor	1	14	$ 52,020	$ 86,041			Exempt
100314	Fraud Investigator	1	9	$ 34,445	$ 56,161			Nonexempt
TR0009	Fraud Investigator - TR	TRO	4	$ 49,122	$ 78,533	C	U	Nonexempt
200542	Fraud Supervisor	1	12	$ 44,339	$ 72,308			Exempt
700988	General Utility Maintenance Supervisor	1	14	$ 52,020	$ 86,041			Exempt
800040	Geographic Information Systems Specialist I	1	10	$ 37,337	$ 60,884			Nonexempt
800555	Geographic Information Systems Specialist II	1	12	$ 44,339	$ 72,308			Exempt
800556	Geographic Information Systems Specialist III	1	15	$ 56,314	$ 92,075			Exempt
800557	Geographic Information Systems Team Supervisor	1	16	$ 60,149	$ 98,068			Exempt
200418	Geographic Information Systems Technician I	1	9	$ 34,445	$ 56,161			Nonexempt
100423	Geographic Information Systems Technician II	1	11	$ 40,805	$ 66,586			Exempt
200419	Grants & Development Coordinator	1	14	$ 52,020	$ 86,041			Exempt
100451	Grants Team Leader	1	18	$ 68,697	$ 112,020		U	Exempt
SC0009	Grievance Coordinator	SHC	10	$ 39,001	$ 61,997	C	U	Nonexempt
700933	Groundskeeper	1	4	$ 23,333	$ 38,047			Nonexempt
700931	Groundskeeper Crew Leader	1	9	$ 34,445	$ 56,161			Nonexempt
100164	Health & Fitness Facilitator	1	10	$ 37,337	$ 60,884			Exempt
700935	Horticulture Technician	1	5	$ 25,179	$ 41,096			Nonexempt
700937	Horticulturist	1	12	$ 44,339	$ 72,308			Exempt
SC0016	Human Resources & Budget Director	SHC	14	$ 49,775	$ 79,127	C	U	Exempt
800500	Human Resources Administrator	1	14	$ 52,020	$ 86,041			Exempt
800349	Human Resources Analyst	1	13	$ 47,823	$ 77,978			Exempt
800350	Human Resources Analyst, Senior	1	14	$ 52,020	$ 86,041			Exempt
500781	Human Resources Assistant I	1	6	$ 27,438	$ 44,737			Nonexempt
500782	Human Resources Assistant II	1	7	$ 29,391	$ 47,962			Nonexempt
100476	Human Resources Manager	1	17	$ 64,260	$ 104,872		U	Exempt
500780	Human Resources Technician	1	9	$ 34,445	$ 56,161			Nonexempt
200446	Human Services Aide	1	5	$ 25,179	$ 41,096			Nonexempt
300618	Humane Officer I	1	7	$ 29,391	$ 47,962			Nonexempt
300619	Humane Officer II	1	11	$ 40,805	$ 66,586			Nonexempt
CC0008	In Court Clerk - CC	CCC	4	$ 35,455	$ 56,678	C	U	Nonexempt
H00019	Information Technology Business Analyst	2	H5	$ 20.00	$ 45.00			Nonexempt
H00037	Information Technology Assistant	2	H5	$ 20.00	$ 45.00			Nonexempt
H00038	Information Technology Intern	2	H4	$ 12.00	$ 29.00			Nonexempt
100168	Information Technology Planner	1	14	$ 52,020	$ 86,041			Exempt
100166	Information Technology Planner, Senior	1	18	$ 68,697	$ 112,020			Exempt
200431	Information Technology Specialist	1	9	$ 34,445	$ 56,161			Nonexempt
SC0020	Information Technology Systems Director	SHC	17	$ 60,141	$ 96,143	C	U	Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
200400	Information Technology Telecommunications Analyst I	1	11	$ 40,805	$ 66,586			Exempt
200401	Information Technology Telecommunications Analyst II	1	13	$ 47,823	$ 77,978			Exempt
200402	Information Technology Telecommunications Analyst III	1	16	$ 60,149	$ 98,068			Exempt
200551	Information Technology Telecommunications Technician	1	11	$ 40,805	$ 66,586			Nonexempt
800021	Information Technology Trainer	1	12	$ 44,339	$ 72,308			Nonexempt
800020	Information Technology Training Coordinator	1	13	$ 47,823	$ 77,978			Exempt
SC0015	Inmate Classification Manager	SHC	13	$ 47,406	$ 75,358	C	U	Exempt
SC0010	Inmate Classification Specialist	SHC	10	$ 39,001	$ 61,997	C	U	Exempt
SC0023	Inmate Rehabilitation Coordinator	SHC	12	$ 44,880	$ 71,910	C	U	Nonexempt
700939	Instrument Technician	1	8	$ 31,804	$ 51,864			Nonexempt
SC0024	Investigations Director	SHC	14	$ 49,775	$ 79,127	C	U	Exempt
300626	Kennel Supervisor	1	8	$ 31,804	$ 51,864			Nonexempt
200498	Landscape Coordinator I	1	11	$ 40,805	$ 66,586			Nonexempt
200499	Landscape Coordinator II	1	12	$ 44,339	$ 72,308			Nonexempt
700913	Laundry Worker	1	1	$ 18,681	$ 30,692			Nonexempt
100316	Law Clerk	1	12	$ 44,339	$ 72,308			Nonexempt
H00018	Law Intern	2	H4	$ 12.00	$ 29.00			Nonexempt
600822	Lead Mason	1	7	$ 29,391	$ 47,962			Nonexempt
700999	Lead Zookeeper	1	9	$ 34,445	$ 56,161			Nonexempt
100318	Legal Administrator	1	15	$ 56,314	$ 92,075			Exempt
CA0009	Legal Administrator - CWA	CWA	8	$ 52,477	$ 83,962	C	U	Exempt
500735	Legal Assistant	1	11	$ 40,805	$ 66,586			Nonexempt
CA0008	Legal Assistant - CWA	CWA	6	$ 40,509	$ 64,756	C	U	Nonexempt
400655	Legal Coordinator I	1	11	$ 40,805	$ 66,586	L	U	Nonexempt
400656	Legal Coordinator II	1	13	$ 47,823	$ 77,978	L	U	Nonexempt
SC0017	Legal Counsel	SHC	15	$ 51,247	$ 81,470	C	U	Exempt
500740	Legal Secretary I	1	7	$ 29,391	$ 47,962			Nonexempt
CA0006	Legal Secretary I - CWA	CWA	2	$ 29,392	$ 46,987	C	U	Nonexempt
500741	Legal Secretary II	1	9	$ 34,445	$ 56,161			Nonexempt
CA0007	Legal Secretary II - CWA	CWA	4	$ 35,454	$ 56,158	C	U	Nonexempt
H00030	Legislative Services Aide	2	H1	$ 7.25	$ 12.00			Nonexempt
100320	Librarian I	1	11	$ 40,805	$ 66,586			Exempt
100321	Librarian II	1	14	$ 52,020	$ 86,041			Exempt
100322	Librarian III	1	15	$ 56,314	$ 92,075			Exempt
H00025	Library Aide	2	H1	$ 7.25	$ 12.00			Nonexempt
400665	Library Assistant I	1	4	$ 23,333	$ 38,047			Nonexempt
400666	Library Assistant II	1	6	$ 27,438	$ 44,737			Nonexempt
400660	Library Associate I	1	8	$ 31,804	$ 51,864			Nonexempt
400661	Library Associate II	1	9	$ 34,445	$ 56,161			Nonexempt
400667	Library Manager	1	18	$ 68,697	$ 112,020			Exempt
200474	License Inspector I	1	8	$ 31,804	$ 51,864			Nonexempt
200475	License Inspector II	1	10	$ 37,337	$ 60,884			Nonexempt
400681	Licensed Practical Nurse	1	11	$ 40,805	$ 66,586			Nonexempt
700941	Lifeguard	1	4	$ 23,333	$ 38,047			Nonexempt
000097	MacArthur Memorial Director	1	18	$ 68,697	$ 112,020	S	U	Exempt
SC0025	Maintenance Mechanic - SC	SHC	4	$ 29,070	$ 46,410	C	U	Nonexempt
700942	Maintenance Mechanic I	1	6	$ 27,438	$ 44,737			Nonexempt
700943	Maintenance Mechanic II	1	7	$ 29,391	$ 47,962			Nonexempt
700944	Maintenance Mechanic III	1	9	$ 34,445	$ 56,161			Nonexempt
600846	Maintenance Shop Manager	1	13	$ 47,823	$ 77,978			Exempt
700946	Maintenance Supervisor I	1	11	$ 40,805	$ 66,586			Exempt
700947	Maintenance Supervisor II	1	12	$ 44,339	$ 72,308			Exempt
700949	Maintenance Worker I	1	3	$ 21,646	$ 35,301			Nonexempt
700950	Maintenance Worker II	1	6	$ 27,438	$ 44,737			Nonexempt
100171	Management Analyst I	1	11	$ 40,805	$ 66,586			Exempt
100172	Management Analyst II	1	13	$ 47,823	$ 77,978			Exempt
100173	Management Analyst III	1	14	$ 52,020	$ 86,041			Exempt
100319	Management Services Administrator	1	18	$ 68,697	$ 112,020	S	U	Exempt
000251	Manager of Broadcast Services	1	16	$ 60,149	$ 98,068	S	U	Exempt
100875	Manager of Budget & Accounting	1	18	$ 68,697	$ 112,020	S	U	Exempt
100482	Manager of Emergency Communications	1	16	$ 60,149	$ 98,068			Exempt
000806	Manager of Environmental Protection Programs	1	20	$ 77,520	$ 126,409	E	U	Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
000807	Manager of Event Services and Production	1	16	$ 60,149	$ 98,068	S	U	Exempt
000157	Manager of Public Relations	1	17	$ 64,260	$ 104,872	S	U	Exempt
000252	Manager of Publications & Direct Communications	1	16	$ 60,149	$ 98,068	E	U	Exempt
000327	Manager of the Office of Cultural Affairs, Arts & Humanities	1	18	$ 68,697	$ 112,020	S	U	Exempt
100247	Manager of Visitor Marketing	1	14	$ 52,020	$ 86,041			Exempt
100265	Manager of Visitor Services	1	12	$ 44,339	$ 72,308			Exempt
H00027	Maritime Center Specialist I	2	H1	$ 7.25	$ 12.00			Nonexempt
H00028	Maritime Center Specialist II	2	H2	$ 8.00	$ 18.00			Nonexempt
H00029	Maritime Center Specialist III	2	H3	$ 8.50	$ 25.00			Nonexempt
100213	Mason	1	6	$ 27,438	$ 44,737			Nonexempt
300631	Master Police Officer	5	4	$ 49,354	$ 73,049			Nonexempt
100412	Media Production Specialist	1	12	$ 44,339	$ 72,308			Exempt
100496	Medical Records Administrator	1	11	$ 40,805	$ 66,586			Exempt
500743	Medical Records Technician	1	9	$ 34,445	$ 56,161			Nonexempt
100494	Mental Health Professional	1	11	$ 40,805	$ 66,586			Nonexempt
700952	Messenger/Driver	1	2	$ 20,099	$ 32,778			Nonexempt
300621	Meter Monitor	1	4	$ 23,333	$ 38,047			Nonexempt
800449	Microcomputer Systems Analyst	1	13	$ 47,823	$ 77,978			Nonexempt
SC0006	Microcomputer Systems Analyst - SC	SHC	8	$ 35,375	$ 56,233	C	U	Nonexempt
200450	Microcomputer Systems Analyst, Senior	1	14	$ 52,020	$ 86,041			Exempt
200451	Microcomputer Systems Team Supervisor	1	16	$ 60,149	$ 98,068			Exempt
500745	Micrographics Technician	1	4	$ 23,333	$ 38,047			Nonexempt
H00013	Municipal Intern I	2	H1	$ 7.25	$ 12.00			Nonexempt
H00014	Municipal Intern II	2	H2	$ 8.00	$ 18.00			Nonexempt
H00047	Municipal Intern III	2	H3	$ 8.50	$ 25.00			Nonexempt
300640	Museum Attendant	1	4	$ 23,333	$ 38,047			Nonexempt
000298	Neighborhood Development Administrator	1	19	$ 72,930	$ 118,606	S	U	Exempt
200482	Neighborhood Development Specialist	1	11	$ 40,805	$ 66,586			Exempt
100459	Neighborhood Development Specialist, Senior	1	13	$ 47,823	$ 77,978			Exempt
000297	Neighborhood Services Manager	1	15	$ 56,314	$ 92,075			Exempt
SC0018	Network Engineer - SC	SHC	16	$ 53,808	$ 85,538	C	U	Exempt
800544	Network Engineer I	1	10	$ 37,337	$ 60,884			Nonexempt
800546	Network Engineer II	1	14	$ 52,020	$ 86,041			Exempt
800545	Network Engineer III	1	16	$ 60,149	$ 98,068			Exempt
200403	Network Engineer IV	1	18	$ 68,697	$ 112,020			Exempt
800547	Network Security Engineer	1	17	$ 64,260	$ 104,872			Exempt
100522	Nurse Coordinator - Supervisor	1	13	$ 47,823	$ 77,978			Exempt
100523	Nurse Practitioner	1	20	$ 77,520	$ 126,409	S	U	Exempt
500750	Office Assistant	1	3	$ 21,646	$ 35,301			Nonexempt
500755	Office Manager	1	9	$ 34,445	$ 56,161			Exempt
TR0010	Office Manager - TR	TRO	4	$ 49,122	$ 78,533	C	U	Exempt
600852	Operating Engineer I	1	6	$ 27,438	$ 44,737			Nonexempt
600853	Operating Engineer II	1	9	$ 34,445	$ 56,161			Nonexempt
700940	Operations Apprentice	1	2	$ 20,099	$ 32,778			Nonexempt
100300	Operations Controller	1	16	$ 60,149	$ 98,068			Exempt
000113	Operations Manager	1	14	$ 52,020	$ 86,041			Exempt
300638	Operations Officer I	1	5	$ 25,179	$ 41,096			Nonexempt
300642	Operations Officer II	1	7	$ 29,391	$ 47,962			Nonexempt
600855	Painter I	1	6	$ 27,438	$ 44,737			Nonexempt
600856	Painter II	1	8	$ 31,804	$ 51,864			Nonexempt
CA0005	Paralegal - CWA	CWA	4	$ 35,454	$ 56,158	C	U	Nonexempt
400674	Paralegal Claims Investigator	1	12	$ 44,339	$ 72,308	L	U	Nonexempt
400678	Paralegal Generalist	1	9	$ 34,445	$ 56,161	L	U	Nonexempt
800680	Park Ranger	1	7	$ 29,391	$ 47,962			Nonexempt
000107	Parking Administrator	1	14	$ 52,020	$ 86,041			Exempt
H00035	Parking Attendant	2	H1	$ 7.25	$ 12.00			Nonexempt
000010	Parking Director	1	18	$ 68,697	$ 112,020	S	U	Exempt
100340	Parking Manager	1	12	$ 44,339	$ 72,308			Exempt
H00040	Parking Operations Supervisor	2	H3	$ 8.50	$ 25.00			Nonexempt
100387	Parking Supervisor	1	9	$ 34,445	$ 56,161			Exempt
SC0026	Payroll & Benefits Coordinator	SHC	8	$ 35,375	$ 56,233	C	U	Nonexempt
100156	Payroll Administrator	1	14	$ 52,020	$ 86,041			Exempt
100157	Payroll Manager	1	14	$ 52,020	$ 86,041			Exempt
800042	Payroll Specialist	1	11	$ 40,805	$ 66,586			Exempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100500	Peer Counselor I	1	8	$ 31,804	$ 51,864			Nonexempt
100501	Peer Counselor II	1	9	$ 34,445	$ 56,161			Nonexempt
200510	Permit Technician	1	7	$ 29,391	$ 47,962			Nonexempt
200511	Permits Specialist	1	12	$ 44,339	$ 72,308			Nonexempt
200512	Permits Specialist, Senior	1	13	$ 47,823	$ 77,978			Nonexempt
800347	Personnel Specialist	1	11	$ 40,805	$ 66,586			Exempt
000820	Pharmacist	1	29	N/R	N/R	S	U	Exempt
000851	Physician	1	29	N/R	N/R	S	U	Exempt
600860	Plumber	1	9	$ 34,445	$ 56,161			Nonexempt
600861	Plumber, Senior	1	10	$ 37,337	$ 60,884			Nonexempt
300623	Police Captain	5	9	$ 88,550	$ 110,390			Exempt
300624	Police Corporal	5	5	$ 53,400	$ 77,109			Nonexempt
400672	Police Identification Clerk	1	5	$ 25,179	$ 41,096			Nonexempt
300625	Police Lieutenant	5	8	$ 78,698	$ 98,108			Exempt
300630	Police Officer	5	3	$ 43,500	$ 64,384			Nonexempt
100305	Police Records & Identification Section Supervisor	1	12	$ 44,339	$ 72,308			Exempt
300632	Police Recruit	5	1	$ 40,000	$ 40,000			Nonexempt
300635	Police Sergeant	5	7	$ 64,100	$ 90,303			Nonexempt
100216	Policy Team Leader	1	18	$ 68,697	$ 112,020		U	Exempt
700951	Pool Manager	1	10	$ 37,337	$ 60,884			Nonexempt
100505	Practice Manager	1	13	$ 47,823	$ 77,978			Exempt
400700	Pre-Trial Probation Officer I	1	9	$ 34,445	$ 56,161			Nonexempt
400701	Pre-Trial Probation Officer II	1	11	$ 40,805	$ 66,586			Nonexempt
000041	Principal Analyst	1	17	$ 64,260	$ 104,872			Exempt
100462	Principal Planner	1	15	$ 56,314	$ 92,075			Exempt
100510	Procurement Specialist	1	15	$ 56,314	$ 92,075			Exempt
SC0011	Procurement Specialist - SC	SHC	10	$ 39,001	$ 61,997	C	U	Exempt
100497	Professional Municipal Trainee	1	9	$ 34,445	$ 56,161			Nonexempt
100351	Program Administrator	1	13	$ 47,823	$ 77,978			Exempt
800523	Program Supervisor	1	13	$ 47,823	$ 77,978			Exempt
200515	Programmer/Analyst I	1	11	$ 40,805	$ 66,586			Exempt
200516	Programmer/Analyst II	1	12	$ 44,339	$ 72,308			Exempt
200517	Programmer/Analyst III	1	13	$ 47,823	$ 77,978			Exempt
200518	Programmer/Analyst IV	1	14	$ 52,020	$ 86,041			Exempt
200519	Programmer/Analyst V	1	16	$ 60,149	$ 98,068			Exempt
800570	Programs Manager	1	15	$ 56,314	$ 92,075			Exempt
100268	Project Coordinator	1	13	$ 47,823	$ 77,978			Exempt
100469	Project Manager	1	16	$ 60,149	$ 98,068			Exempt
100404	Project Manager, Senior	1	17	$ 64,260	$ 104,872	S	U	Exempt
000063	Property Manager	1	15	$ 56,314	$ 92,075			Exempt
000822	Psychiatrist	1	29	N/R	N/R	S	U	Exempt
000823	Psychologist	1	16	$ 60,149	$ 98,068			Exempt
SC0014	Public Affairs Officer	SHC	11	$ 42,998	$ 68,351	C	U	Exempt
400675	Public Health Aide	1	3	$ 21,646	$ 35,301			Nonexempt
100375	Public Information Specialist I	1	10	$ 37,337	$ 60,884			Exempt
100376	Public Information Specialist II	1	11	$ 40,805	$ 66,586			Exempt
800034	Public Relations Assistant	1	6	$ 27,438	$ 44,737			Nonexempt
100410	Public Relations Specialist	1	12	$ 44,339	$ 72,308			Exempt
H00048	Public Safety Intern	2	H2	$ 8.00	$ 18.00			Nonexempt
200554	Public Safety Telecommunicator I	1	8	$ 31,804	$ 51,864			Nonexempt
200555	Public Safety Telecommunicator II	1	9	$ 34,445	$ 56,161			Nonexempt
200556	Public Safety Telecommunicator III	1	12	$ 44,339	$ 72,308			Nonexempt
200553	Public Safety Telecommunicator Trainee	1	6	$ 27,438	$ 44,737			Nonexempt
100269	Public Services Coordinator	1	11	$ 40,805	$ 66,586			Exempt
000109	Purchasing Agent	1	19	$ 72,930	$ 118,606	S	U	Exempt
800516	Quality Assurance Inspector	1	8	$ 31,804	$ 51,864			Nonexempt
800024	Radio Communications Systems Analyst	1	10	$ 37,337	$ 60,884			Nonexempt
600875	Radio Communications Systems Analyst, Senior	1	12	$ 44,339	$ 72,308			Nonexempt
600876	Radio Communications Systems Supervisor	1	14	$ 52,020	$ 86,041			Nonexempt
800025	Radio Communications Systems Technician	1	8	$ 31,804	$ 51,864			Nonexempt
100176	Real Estate Analyst	1	11	$ 40,805	$ 66,586			Exempt
200434	Real Estate Appraisal Team Leader	1	16	$ 60,149	$ 98,068		U	Exempt
200525	Real Estate Appraiser I	1	10	$ 37,337	$ 60,884		U	Nonexempt
200526	Real Estate Appraiser II	1	11	$ 40,805	$ 66,586		U	Nonexempt
200527	Real Estate Appraiser III	1	13	$ 47,823	$ 77,978		U	Nonexempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
200570	Real Estate CAMA Modeler Analyst	1	16	$ 60,149	$ 98,068		U	Exempt
200571	Real Estate Commercial Project Supervisor	1	17	$ 64,260	$ 104,872		U	Exempt
800517	Real Estate Coordinator	1	12	$ 44,339	$ 72,308			Exempt
500756	Records & Information Clerk	1	4	$ 23,333	$ 38,047			Nonexempt
100341	Records Administrator	1	13	$ 47,823	$ 77,978			Exempt
SC0001	Records Clerk	SHC	2	$ 25,140	$ 39,964	C	U	Nonexempt
H00015	Recreation Activity Instructor	2	H3	$ 8.50	$ 25.00			Nonexempt
H00016	Recreation Aide	2	H1	$ 7.25	$ 12.00			Nonexempt
800026	Recreation Specialist	1	9	$ 34,445	$ 56,161			Nonexempt
100355	Recreation Supervisor	1	11	$ 40,805	$ 66,586			Exempt
100357	Recreation Supervisor, Senior	1	13	$ 47,823	$ 77,978			Exempt
800522	Recycling Coordinator	1	14	$ 52,020	$ 86,041			Exempt
700969	Refuse Collection Supervisor	1	9	$ 34,445	$ 56,161			Nonexempt
700967	Refuse Collector Apprentice	1	5	$ 25,179	$ 41,096			Nonexempt
700966	Refuse Collector Assistant	1	4	$ 23,333	$ 38,047			Nonexempt
700970	Refuse Collector, Lead	1	7	$ 29,391	$ 47,962			Nonexempt
700968	Refuse Collector, Senior	1	6	$ 27,438	$ 44,737			Nonexempt
200484	Refuse Inspector	1	8	$ 31,804	$ 51,864			Nonexempt
100358	Registered Nurse	1	12	$ 44,339	$ 72,308			Exempt
200605	Reimbursement Specialist	1	9	$ 34,445	$ 56,161			Exempt
800200	Reimbursement Supervisor	1	14	$ 52,020	$ 86,041			Exempt
800201	Reimbursement Technician	1	6	$ 27,438	$ 44,737			Nonexempt
100498	Research Analyst	1	9	$ 34,445	$ 56,161			Exempt
100360	Reservoir Manager	1	12	$ 44,339	$ 72,308			Exempt
900004	Right of Way Permit Supervisor	1	15	$ 56,314	$ 92,075			Exempt
800514	Right of Way Program Manager	1	16	$ 60,149	$ 98,068			Exempt
000112	Risk Manager	1	16	$ 60,149	$ 98,068			Exempt
200528	Safety Specialist	1	11	$ 40,805	$ 66,586			Nonexempt
100217	Sales Representative	1	11	$ 40,805	$ 66,586			Exempt
H00022	School Crossing Guard	2	H4	$ 12.00	$ 29.00			Nonexempt
SC0002	Secretary I	SHC	3	$ 27,717	$ 44,060	C	U	Nonexempt
SC0003	Secretary II	SHC	5	$ 30,558	$ 48,575	C	U	Nonexempt
SC0004	Secretary to the Sheriff	SHC	6	$ 32,086	$ 51,005	C	U	Nonexempt
300639	Security Officer	1	6	$ 27,438	$ 44,737			Nonexempt
100293	Self-Sufficiency Specialist I	1	10	$ 37,337	$ 60,884			Nonexempt
100294	Self-Sufficiency Specialist II	1	11	$ 40,805	$ 66,586			Nonexempt
100292	Self-Sufficiency Specialist, Senior	1	12	$ 44,339	$ 72,308			Nonexempt
100291	Self-Sufficiency Supervisor	1	13	$ 47,823	$ 77,978			Exempt
200412	Services & Support Supervisor	1	16	$ 60,149	$ 98,068			Exempt
SC0021	Sheriff	SHC	18	$ 87,546	$ 139,197	C	U	Exempt
800506	Software Analyst	1	13	$ 47,823	$ 77,978			Exempt
000144	Special Assistant	1	20	$ 77,520	$ 126,409	E	U	Exempt
SC0027	Staff Accountant	SHC	10	$ 39,001	$ 61,997	C	U	Nonexempt
500700	Staff Technician I	1	8	$ 31,804	$ 51,864			Nonexempt
500701	Staff Technician II	1	9	$ 34,445	$ 56,161			Nonexempt
100427	Stage Crew Chief	1	11	$ 40,805	$ 66,586			Nonexempt
800401	Stage Production Manager	1	12	$ 44,339	$ 72,308			Exempt
500771	Stenographic Reporter	1	7	$ 29,391	$ 47,962			Nonexempt
600883	Storekeeper I	1	4	$ 23,333	$ 38,047			Nonexempt
600884	Storekeeper II	1	6	$ 27,438	$ 44,737			Nonexempt
600885	Storekeeper III	1	8	$ 31,804	$ 51,864			Nonexempt
800513	Storm Water Assistant Superintendent	1	14	$ 52,020	$ 86,041			Exempt
000125	Storm Water Engineer	1	19	$ 72,930	$ 118,606	S	U	Exempt
000031	Storm Water Operations Manager	1	15	$ 56,314	$ 92,075			Exempt
700976	Street Maintenance Supervisor	1	10	$ 37,337	$ 60,884			Nonexempt
000138	Superintendent of the Virginia Zoological Park	1	20	$ 77,520	$ 126,409	S	U	Exempt
000136	Superintendent of Traffic Operations	1	16	$ 60,149	$ 98,068			Exempt
000134	Superintendent of Waste Management	1	19	$ 72,930	$ 118,606	S	U	Exempt
CR0004	Supervising Deputy - COR	COR	4	$ 55,800	$ 89,206	C	U	Exempt
CC0005	Supervising Deputy Clerk - CC	CCC	7	$ 55,800	$ 89,206	C	U	Exempt
600890	Supervising Operating Engineer	1	12	$ 44,339	$ 72,308			Exempt
800022	Support Technician	1	5	$ 25,179	$ 41,096			Nonexempt
200544	Survey Party Chief	1	10	$ 37,337	$ 60,884			Nonexempt
200549	Systems Programmer	1	16	$ 60,149	$ 98,068			Exempt
100499	Technology Manager	1	20	$ 77,520	$ 126,409	S	U	Exempt
100430	Therapeutic Recreation Specialist	1	9	$ 34,445	$ 56,161			Nonexempt

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
H00003	Ticket Sales Supervisor	2	H3	$ 8.50	$ 25.00			Nonexempt
H00010	Ticket Seller	2	H1	$ 7.25	$ 12.00			Nonexempt
H00006	Tour/Information Assistant	2	H1	$ 7.25	$ 12.00			Nonexempt
800510	Towing Operations Manager	1	15	$ 56,314	$ 92,075	S	U	Exempt
100392	Traffic Engineer, Senior	1	15	$ 56,314	$ 92,075			Exempt
100389	Traffic Engineering Assistant	1	14	$ 52,020	$ 86,041			Exempt
800981	Traffic Maintenance Technician I	1	3	$ 21,646	$ 35,301			Nonexempt
700981	Traffic Maintenance Technician II	1	6	$ 27,438	$ 44,737			Nonexempt
700983	Traffic Maintenance Technician III	1	8	$ 31,804	$ 51,864			Nonexempt
700982	Traffic Sign Fabricator I	1	6	$ 27,438	$ 44,737			Nonexempt
700975	Traffic Sign Fabricator II	1	8	$ 31,804	$ 51,864			Nonexempt
800012	Traffic Signal Technician I	1	9	$ 34,445	$ 56,161			Nonexempt
800013	Traffic Signal Technician II	1	10	$ 37,337	$ 60,884			Nonexempt
800016	Traffic Signal Technician III	1	11	$ 40,805	$ 66,586			Nonexempt
800014	Traffic Signal Technician IV	1	12	$ 44,339	$ 72,308			Nonexempt
900007	Traffic Systems Engineering Technician	1	10	$ 37,337	$ 60,884			Nonexempt
100516	Training Specialist	1	11	$ 40,805	$ 66,586			Nonexempt
100391	Transportation Engineer, Senior	1	15	$ 56,314	$ 92,075			Exempt
100413	Transportation Strategic Planner	1	19	$ 72,930	$ 118,606	S	U	Exempt
700974	Tree Trimmer I	1	8	$ 31,804	$ 51,864			Nonexempt
700984	Tree Trimmer II	1	10	$ 37,337	$ 60,884			Nonexempt
800035	Utility Construction Inspector	1	10	$ 37,337	$ 60,884			Nonexempt
600892	Utility Maintenance Mechanic I	1	6	$ 27,438	$ 44,737			Nonexempt
600893	Utility Maintenance Mechanic II	1	8	$ 31,804	$ 51,864			Nonexempt
600894	Utility Maintenance Mechanic III	1	9	$ 34,445	$ 56,161			Nonexempt
700986	Utility Maintenance Supervisor	1	10	$ 37,337	$ 60,884			Nonexempt
700987	Utility Maintenance Supervisor, Senior	1	13	$ 47,823	$ 77,978			Nonexempt
100332	Utility Operations Manager	1	19	$ 72,930	$ 118,606	S	U	Exempt
100394	Utility Planner	1	11	$ 40,805	$ 66,586			Exempt
700996	Veterinarian	1	14	$ 52,020	$ 86,041			Exempt
700995	Veterinary Technician	1	7	$ 29,391	$ 47,962			Nonexempt
CA0001	Victim / Witness Program Advocate	CWA	1	$ 22,637	$ 36,187	C	U	Nonexempt
CA0002	Victim / Witness Program Assistant Director	CWA	2	$ 29,392	$ 46,987	C	U	Exempt
CA0003	Victim / Witness Program Director	CWA	3	$ 34,125	$ 54,554	C	U	Exempt
800029	Visitor Services Assistant	1	5	$ 25,179	$ 41,096			Nonexempt
800036	Visitor Services Coordinator	1	8	$ 31,804	$ 51,864			Nonexempt
100246	Visitor Services Specialist	1	10	$ 37,337	$ 60,884			Exempt
100397	Water Chemist	1	11	$ 40,805	$ 66,586			Exempt
100398	Water Chemist, Senior	1	12	$ 44,339	$ 72,308			Exempt
100399	Water Production Manager	1	19	$ 72,930	$ 118,606	S	U	Exempt
100333	Water Quality Manager	1	18	$ 68,697	$ 112,020	S	U	Exempt
800043	Water Treatment Plant Mechanic	1	8	$ 31,804	$ 51,864			Nonexempt
200543	Water Treatment Supervisor	1	15	$ 56,314	$ 92,075			Exempt
200565	Waterworks Operator I	1	8	$ 31,804	$ 51,864			Nonexempt
200566	Waterworks Operator II	1	9	$ 34,445	$ 56,161			Nonexempt
200567	Waterworks Operator III	1	10	$ 37,337	$ 60,884			Nonexempt
200568	Waterworks Operator IV	1	11	$ 40,805	$ 66,586			Nonexempt
800519	Webmaster	1	13	$ 47,823	$ 77,978			Exempt
600897	Welder	1	10	$ 37,337	$ 60,884			Nonexempt
SS0001	Work Release Crew Supervisor	SHF	1	$ 32,703	$ 51,342	C	U	Nonexempt
100237	Youth Detention Specialist I	1	8	$ 31,804	$ 51,864			Nonexempt
800050	Youth Detention Specialist II	1	9	$ 34,445	$ 56,161			Nonexempt
800051	Youth Detention Specialist III	1	11	$ 40,805	$ 66,586			Nonexempt
H00005	Youth Services Worker	2	H1	$ 7.25	$ 12.00			Nonexempt
200459	Zoning Enforcement Team Leader	1	14	$ 52,020	$ 86,041			Exempt
200490	Zoning Inspector I	1	9	$ 34,445	$ 56,161			Nonexempt
200491	Zoning Inspector II	1	10	$ 37,337	$ 60,884			Nonexempt
200492	Zoning Inspector III	1	12	$ 44,339	$ 72,308			Nonexempt
700978	Zoo Manager	1	14	$ 52,020	$ 86,041			Exempt
700998	Zookeeper	1	7	$ 29,391	$ 47,962			Nonexempt

FY 2017 Salary Ranges
Effective January 7, 2017 - June 30, 2017

Plan 1

	Minimum		Midpoint		Maximum	
Grade	Salary	Hourly Rate	Salary	Hourly Rate	Salary	Hourly Rate
1	$18,681	$8.98139	$24,687	$11.86853	$30,692	$14.75567
2	$20,099	$9.66303	$26,438	$12.71079	$32,778	$15.75856
3	$21,646	$10.40694	$28,474	$13.68923	$35,301	$16.97153
4	$23,333	$11.21755	$30,690	$14.75479	$38,047	$18.29203
5	$25,179	$12.10514	$33,137	$15.93137	$41,096	$19.75760
6	$27,438	$13.19135	$36,088	$17.34981	$44,737	$21.50827
7	$29,391	$14.13043	$38,677	$18.59465	$47,962	$23.05887
8	$31,804	$15.29019	$41,834	$20.11239	$51,864	$24.93459
9	$34,445	$16.56029	$45,303	$21.78033	$56,161	$27.00038
10	$37,337	$17.95053	$49,111	$23.61089	$60,884	$29.27125
11	$40,805	$19.61784	$53,695	$25.81507	$66,586	$32.01231
12	$44,339	$21.31702	$58,324	$28.04019	$72,308	$34.76337
13	$47,823	$22.99168	$62,900	$30.24055	$77,978	$37.48941
14	$52,020	$25.00962	$69,031	$33.18776	$86,041	$41.36590
15	$56,314	$27.07413	$74,195	$35.67058	$92,075	$44.26702
16	$60,149	$28.91798	$79,109	$38.03305	$98,068	$47.14813
17	$64,260	$30.89423	$84,566	$40.65681	$104,872	$50.41938
18	$68,697	$33.02740	$90,358	$43.44155	$112,020	$53.85571
19	$72,930	$35.06250	$95,768	$46.04221	$118,606	$57.02192
20	$77,520	$37.26923	$101,964	$49.02130	$126,409	$60.77337
21	$80,963	$38.92428	$107,847	$51.84959	$134,732	$64.77490
22	$85,068	$40.89808	$114,062	$54.83726	$143,055	$68.77644
23	$89,694	$43.12197	$121,056	$58.20007	$152,419	$73.27817
24	$94,656	$45.50769	$128,479	$61.76885	$162,302	$78.03000
25	$102,209	$49.13899	$137,458	$66.08546	$172,706	$83.03192
26	$112,455	$54.06490	$150,124	$72.17481	$187,792	$90.28471
27	$123,675	$59.45913	$164,057	$78.87346	$204,439	$98.28779
28	$140,760	$67.67308	$184,824	$88.85769	$228,888	$110.04231
29	N/R					

Plan 2

Grade	Minimum	Midpoint	Maximum
H1	$7.25	$9.63	$12.00
H2	$8.00	$13.00	$18.00
H3	$8.50	$16.75	$25.00
H4	$12.00	$20.50	$29.00
H5	$20.00	$32.50	$45.00
H6	$40.00	$60.00	$80.00

Public Safety Pay Schedule (40 hours) - Plan 5

GRADE	STEP 1	2	3	4	5	6	7	8	9	10	11	12
1	$40,000											
Hourly	$19.23077											
2(a)	$41,168	$42,198	$43,253	$44,334	$45,443	$46,579	$48,937	$50,161	$52,700	$54,166		
Hourly	$19.79235	$20.28726	$20.79471	$21.31463	$21.84769	$22.39380	$23.52740	$24.11587	$25.33654	$26.04135		
2	$42,450	$43,511	$44,599	$46,829	$48,000	$50,400	$51,660	$54,243	$55,599	$58,379	$59,838	$62,830
Hourly	$20.40865	$20.91875	$21.44183	$22.51394	$23.07692	$24.23077	$24.83654	$26.07837	$26.73029	$28.06683	$28.76827	$30.20673
3	$43,500	$44,588	$45,702	$47,987	$49,187	$51,646	$52,937	$55,584	$56,974	$59,823	$61,318	$64,384
Hourly	$20.91346	$21.43654	$21.97212	$23.07067	$23.64760	$24.82981	$25.45048	$26.72308	$27.39135	$28.76106	$29.47981	$30.95385
4	$49,354	$50,588	$51,853	$54,445	$55,806	$58,597	$60,062	$63,065	$64,641	$67,874	$69,570	$73,049
Hourly	$23.72788	$24.32115	$24.92933	$26.17548	$26.82981	$28.17163	$28.87596	$30.31971	$31.07740	$32.63173	$33.44712	$35.11971
5	$53,400	$56,070	$57,472	$58,909	$61,854	$63,400	$66,570	$68,235	$71,646	$73,437	$77,109	
Hourly	$25.67308	$26.95673	$27.63077	$28.32163	$29.73750	$30.48077	$32.00481	$32.80529	$34.44519	$35.30625	$37.07163	
6	$54,550	$57,278	$58,709	$60,177	$63,186	$64,766	$68,004	$69,704	$73,189	$75,019	$78,770	
Hourly	$26.22596	$27.53750	$28.22548	$28.93125	$30.37788	$31.13750	$32.69423	$33.51154	$35.18702	$36.06683	$37.87019	
7	$64,100	$67,305	$68,988	$72,437	$74,248	$77,960	$79,909	$83,905	$86,002	$90,303		
Hourly	$30.81731	$32.35817	$33.16731	$34.82548	$35.69615	$37.48077	$38.41779	$40.33894	$41.34712	$43.41490		
8	$78,698	$82,633	$84,699	$88,934	$91,157	$93,436	$98,108					
Hourly	$37.83558	$39.72740	$40.72067	$42.75673	$43.82548	$44.92115	$47.16731					
9	$88,550	$92,978	$95,302	$97,684	$102,569	$105,133	$110,390					
Hourly	$42.57212	$44.70096	$45.81827	$46.96346	$49.31202	$50.54471	$53.07212					
10	$105,600	$110,880	$113,652	$116,493	$119,406	$125,376						
Hourly	$50.76923	$53.30769	$54.64038	$56.00625	$57.40673	$60.27692						
11	$107,100	$112,455	$115,266	$118,148	$121,102	$127,157						
Hourly	$51.49038	$54.06490	$55.41635	$56.80192	$58.22212	$61.13317						

Public Safety Pay Schedule (52 hours) - Plan 5

GRADE	STEP 1	2	3	4	5	6	7	8	9	10	11	12
1	$40,000											
Hourly	$14.79290											
2(a)	$41,168	$42,198	$43,253	$44,334	$45,443	$46,579	$48,937	$50,161	$52,700	$54,166		
Hourly	$15.22488	$15.60558	$15.99593	$16.39587	$16.80591	$17.22600	$18.09800	$18.55067	$19.48964	$20.03180		
2	$42,450	$43,511	$44,599	$46,829	$48,000	$50,400	$51,660	$54,243	$55,599	$58,379	$59,838	$62,830
Hourly	$15.69896	$16.09135	$16.49371	$17.31842	$17.75148	$18.63905	$19.10503	$20.06028	$20.56176	$21.58987	$22.12944	$23.23595
3	$43,500	$44,588	$45,702	$47,987	$49,187	$51,646	$52,937	$55,584	$56,974	$59,823	$61,318	$64,384
Hourly	$16.08728	$16.48964	$16.90163	$17.74667	$18.19046	$19.09985	$19.57729	$20.55621	$21.07027	$22.12389	$22.67678	$23.81065
4	$49,354	$50,588	$51,853	$54,445	$55,806	$58,597	$60,062	$63,065	$64,641	$67,874	$69,570	$73,049
Hourly	$18.25222	$18.70858	$19.17641	$20.13499	$20.63831	$21.67049	$22.21228	$23.32286	$23.90570	$25.10133	$25.72855	$27.01516
5	$53,400	$56,070	$57,472	$58,909	$61,854	$63,400	$66,570	$68,235	$71,646	$73,437	$77,109	
Hourly	$19.74852	$20.73595	$21.25444	$21.78587	$22.87500	$23.44675	$24.61908	$25.23484	$26.49630	$27.15865	$28.51664	
6	$54,550	$57,278	$58,709	$60,177	$63,186	$64,766	$68,004	$69,704	$73,189	$75,019	$78,770	
Hourly	$20.17382	$21.18269	$21.71191	$22.25481	$23.36760	$23.95192	$25.14941	$25.77811	$27.06694	$27.74371	$29.13092	
7	$64,100	$67,305	$68,988	$72,437	$74,248	$77,960	$79,909	$83,905	$86,002	$90,303		
Hourly	$23.70562	$24.89090	$25.51331	$26.78883	$27.45858	$28.83136	$29.55214	$31.02996	$31.80547	$33.39608		
8	$78,698	$82,633	$84,699	$88,934	$91,157	$93,436	$98,108					
Hourly	$29.10429	$30.55954	$31.32359	$32.88979	$33.71191	$34.55473	$36.28254					
9	$88,550	$92,978	$95,302	$97,684	$102,569	$105,133	$110,390					
Hourly	$32.74778	$34.38536	$35.24482	$36.12574	$37.93232	$38.88055	$40.82470					
10	$105,600	$110,880	$113,652	$116,493	$119,406	$125,376						
Hourly	$39.05325	$41.00592	$42.03107	$43.08173	$44.15902	$46.36686						
11	$107,100	$112,455	$115,266	$118,148	$121,102	$127,157						
Hourly	$39.60799	$41.58839	$42.62796	$43.69379	$44.78624	$47.02552						

represents 5% step