

## **ORDINANCE 16-2021**

**AN ORDINANCE REVISING THE CITY OF OWENSBORO EMPLOYEE HANDBOOK CHAPTER 1000, SUBCHAPTER 1004, PAY CHART ENTITLED “ADMINISTRATIVE SERVICES” THEREBY ESTABLISHING THE POSITION OF “CUSTOMER SERVICE REPRESENTATIVE”; AND FURTHER ESTABLISHING THE COMPENSATION OF CITY EMPLOYEES AND NON-ELECTED CITY OFFICERS IN ACCORDANCE WITH A PERSONNEL AND PAY CLASSIFICATION PLAN, AS REQUIRED BY KRS 83A.070.**

**WHEREAS**, to better assist employees and management in accessing the information provided in various policies and procedures manuals, the City has created a comprehensive Employee Handbook; and

**WHEREAS**, the Board of Commissioners has delegated authority to establish certain employment and operational policies of the City, but has reserved certain policies to remain under the direct authority of the Commission; and

**WHEREAS**, it is necessary to establish a position in Chapter 1000, Subchapter 1004, in the Pay Charts entitled “Administrative Services”; and

**WHEREAS**, KRS 83A.070(2) directs the legislative body of each city to fix the compensation of city employees and non-elected city officers in accordance with a personnel and pay classification which shall be adopted by ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF OWENSBORO, KENTUCKY, AS FOLLOWS:**

**Section 1.** That the City of Owensboro, Kentucky, by and through its Board of Commissioners, hereby amends Chapter 1000, Subchapter 1004 – Pay Charts as follows:

“Administrative Services”, Grade 3: Establish the position of “Customer Service

Representative”.

**Section 2.** In accordance with KRS 83A.070(2), the compensation of City employees and non-elected city officers is established in accordance with the Pay Charts attached hereto as Exhibit A, which includes the amendment above.

**INTRODUCED AND PUBLICLY READ ON FIRST READING**, this the 16th day of November, 2021.

**PUBLICLY READ AND APPROVED ON SECOND READING**, this the 7th day of December, 2021.

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Thomas H. Watson, Mayor

ATTEST:

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Beth Davis, City Clerk

# EXHIBIT A

FIRE DEPT - 24 HR HAZARDOUS DUTY SHIFT PAY PLAN HOURLY NON-EXEMPT EFFECTIVE: FY 2021-2022						
	GRADES					
STEPS	1	2	3	4	5	6
ENTRY	12.1245	13.6605	14.6840	15.7074	17.4027	19.2931
1	12.2761	13.8118	14.8356	15.8593	17.5542	19.4444
2	12.4294	13.9650	14.9888	16.0124	17.7074	19.5978
3	12.8292	14.3947	15.4382	16.4818	18.2096	20.1367
4	12.9895	14.5552	15.5986	16.6422	18.3701	20.2973
5	13.2255	14.7913	15.8348	16.8783	18.6062	20.5333
6	13.4634	15.0291	16.0725	17.1161	18.8440	20.7712
7	13.7035	15.2693	16.3127	17.3561	19.0842	21.0114
8	13.9452	15.5111	16.5546	17.5982	19.3261	21.2532
9	14.1897	15.7554	16.7991	17.8423	19.5702	21.4973
10	14.3625	15.9280	16.9716	18.0151	19.7430	21.6702
11	14.5375	16.1033	17.1466	18.1903	19.9182	21.8451
12	14.7148	16.2806	17.3240	18.3674	20.0953	22.0224
13	14.8941	16.4599	17.5033	18.5469	20.2745	22.2018
14	15.0758	16.6415	17.6849	18.7286	20.4564	22.3834
15	15.2598	16.8253	17.8689	18.9125	20.6402	22.5674
16	15.4455	17.0113	18.0549	19.0985	20.8263	22.7535
17	15.6344	17.1998	18.2434	19.2870	21.0150	22.9421
18	15.8252	17.3910	18.4344	19.4781	21.2056	23.1330
19	16.0183	17.5839	18.6274	19.6710	21.3989	23.3258
20	16.2138	17.7794	18.8231	19.8666	21.5946	23.5215
21	16.4121	17.9776	19.0213	20.0649	21.7925	23.7196
22	16.6125	18.1780	19.2215	20.2652	21.9929	23.9201
23	16.8153	18.3810	19.4247	20.4681	22.1959	24.1230
24	17.0210	18.5866	19.6302	20.6736	22.4016	24.3285
25	17.2290	18.7948	19.8384	20.8818	22.6098	24.5368
FIRE DEPT - 24 HR HAZARDOUS DUTY SHIFT PAY PLAN HOURLY NON-EXEMPT SUPPLEMENTAL RATE EFFECTIVE: FY 2021-2022						
	GRADES					
STEPS	1	2	3	4	5	6
ENTRY	7.2747	8.1961	8.8104	9.4247	10.4417	11.5758
1	7.3657	8.2871	8.9012	9.5156	10.5325	11.6669
2	7.4576	8.3791	8.9935	9.6075	10.6245	11.7587
3	7.6974	8.6370	9.2629	9.8889	10.9259	12.0820
4	7.7938	8.7330	9.3591	9.9852	11.0221	12.1783
5	7.9356	8.8748	9.5010	10.1269	11.1637	12.3200
6	8.0780	9.0173	9.6437	10.2696	11.3066	12.4626
7	8.2221	9.1613	9.7877	10.4138	11.4505	12.6069
8	8.3674	9.3068	9.9328	10.5588	11.5955	12.7516
9	8.5137	9.4532	10.0792	10.7055	11.7420	12.8984
10	8.6174	9.5571	10.1829	10.8090	11.8459	13.0020
11	8.7224	9.6618	10.2880	10.9141	11.9508	13.1072
12	8.8288	9.7683	10.3943	11.0205	12.0573	13.2135
13	8.9364	9.8760	10.5020	11.1279	12.1649	13.3212
14	9.0454	9.9849	10.6111	11.2370	12.2741	13.4301
15	9.1557	10.0952	10.7214	11.3474	12.3841	13.5405
16	9.2674	10.2066	10.8331	11.4591	12.4959	13.6519
17	9.3806	10.3200	10.9461	11.5724	12.6091	13.7653
18	9.4951	10.4345	11.0607	11.6867	12.7236	13.8795
19	9.6108	10.5503	11.1764	11.8026	12.8393	13.9955
20	9.7284	10.6677	11.2937	11.9200	12.9564	14.1128
21	9.8472	10.7866	11.4128	12.0388	13.0756	14.2319
22	9.9673	10.9068	11.5330	12.1593	13.1961	14.3519
23	10.0893	11.0286	11.6547	12.2810	13.3175	14.4738
24	10.2124	11.1521	11.7783	12.4041	13.4408	14.5970
25	10.3376	11.2768	11.9028	12.5291	13.5658	14.7221
STATE INCENTIVE PAY: ASSUMES \$4,000 / YEAR, PAID IN MONTHLY INCREMENTS OF APPROXIMATELY \$333.33 \$1.92/HR IN NOTED CALCULATIONS ASSUMES \$4,000/YR INCENTIVE.						
SUPPLEMENTAL HOURLY RATE: REFER TO APPLICABLE POLICY(IES).						

FIRE DEPT - LIEUTENANT and BATTALION CHIEFS ON 8 HR SHIFTS - HOURLY NON-EXEMPTS EFFECTIVE: FY 2021-2022						
	GRADES					
STEPS	1	2	3	4	5	6
ENTRY	19.6538	22.1110	23.7488	25.3869	27.8441	31.1232
1	19.8960	22.3533	23.9915	25.6293	28.0866	31.3657
2	20.1414	22.5988	24.2366	25.8743	28.3319	31.6111
3	20.7862	23.2911	24.9609	26.6303	29.1354	32.4784
4	21.0425	23.5474	25.2173	26.8870	29.3922	32.7350
5	21.4202	23.9256	25.5951	27.2646	29.7699	33.1126
6	21.8008	24.3059	25.9758	27.6453	30.1504	33.4932
7	22.1850	24.6901	26.3597	28.0295	30.5346	33.8776
8	22.5722	25.0773	26.7469	28.4166	30.9216	34.2645
9	22.9630	25.4679	27.1377	28.8072	31.3124	34.6553
10	23.2395	25.7445	27.4140	29.0839	31.5889	34.9317
11	23.5193	26.0246	27.6943	29.3637	31.8689	35.2117
12	23.8032	26.3084	27.9777	29.6473	32.1525	35.4953
13	24.0900	26.5951	28.2649	29.9345	32.4395	35.7825
14	24.3808	26.8858	28.5553	30.2253	32.7303	36.0730
15	24.6749	27.1799	28.8495	30.5192	33.0244	36.3672
16	24.9724	27.4778	29.1472	30.8169	33.3221	36.6650
17	25.2745	27.7796	29.4490	31.1188	33.6240	36.9666
18	25.5798	28.0849	29.7545	31.4240	33.9291	37.2721
19	25.8884	28.3936	30.0633	31.7331	34.2382	37.5810
20	26.2017	28.7068	30.3762	32.0460	34.5510	37.8939
21	26.5186	29.0238	30.6934	32.3629	34.8682	38.2111
22	26.8393	29.3446	31.0140	32.6838	35.1888	38.5316
23	27.1640	29.6691	31.3388	33.0084	35.5136	38.8565
24	27.4931	29.9981	31.6678	33.3372	35.8423	39.1853
25	27.8261	30.3311	32.0007	33.6702	36.1754	39.5182
STEP 1 represents the yr an employee completes the 1st yr of employment. STEP 2 represents the <i>fiscal</i> yr an employee completes the 2nd yr of employment. And so on. Figures on these charts may be rounded due to administrative purposes, or may vary in the payroll system due to rounding.						
GRADES	JOB CLASSIFICATIONS					
GRADE 1:	FIREFIGHTER					
GRADE 2:	FIRE DRIVER/ENGINEER					
GRADE 3:	FIRE LIEUTENANT					
GRADE 4:	FIRE CAPTAIN					
GRADE 5:	BATTALION CHIEF					
GRADE 6:	ASSISTANT FIRE CHIEF					
EXAMPLE CALCULATIONS:						
REGULAR, AND, IF APPLICABLE, SCHEDULED OVERTIME EARNINGS: ASSUME ANNUAL HRS 2,912 (REGULAR HOURLY RATE * 2080 HRS) + (REGULAR HOURLY RATE * 832 HRS) + (REGULAR HOURLY RATE * .5 * 832 HRS)						
OVERTIME/CALLBACK (NON-EXEMPT 8 HR SHIFT ONLY) MAY BE PAID AS: (REGULAR HOURLY RATE + 1.92) (1.5)						
CALLBACK (NON-EXEMPT 24 HR SHIFT ONLY): NON-EXEMPT PERSONNEL WHO WORK 24 HR SHIFT MAY BE PAID FOR CALLBACK TIME USING THE FOLLOWING CALCULATION: (REGULAR HOURLY RATE + SUPPLEMENTAL RATE + 1.92) (1.5)						
UNSCHEDULED OVERTIME (NON-EXEMPT 24 HR SHIFT ONLY): NON-EXEMPT EMPLOYEES WHO WORK AN AVERAGE OF 2,912 HR/YR (BY WORKING 24 HOURS ON, FOLLOWED BY 48 HOURS OFF) AND WHOSE OVERTIME HOURS EXCEED THEIR 'REGULARLY SCHEDULED OVERTIME' DURING A GIVEN WORK WEEK (i.e., THEY WORK 'UNSCHEDULED OVERTIME'), MAY BE PAID FOR SUCH UNSCHEDULED OVERTIME USING THE FOLLOWING CALCULATION: (REGULAR HOURLY RATE + SUPPLEMENTAL RATE + 1.92) (1.5)						

SERVICE RECOGNITION AWARD			
Awarded every 5 years in 250.00 increments based on most recent hire date.			
5 YEARS	\$250	20 YEARS	\$1,000
10 YEARS	\$500	25 YEARS	\$1,250
15 YEARS	\$750	30 YEARS	\$1,500

IMPORTANT: HAZARDOUS DUTY TITLES MUST REMAIN SAME AS TITLES PREVIOUSLY APPROVED BY KY. RETIREMENT SYSTEMS. IF ANY CHANGES, SEEK KY RET SYSTEM APPROVAL.

POLICE DEPT - HAZARDOUS DUTY EFFECTIVE: FY 2021-2022							
GRADES							
HOURLY NON-EXEMPT				EXEMPT*			
STEPS	1	2	3	4	5	6	7
ENTRY	20.1490	22.6664	25.5222	27.2001	71,641	74,072	77,065
1	20.4009	22.9180	25.7742	27.4520	72,165	74,594	77,589
2	20.6557	23.1731	26.0291	27.7068	72,696	75,125	78,120
3	21.3608	23.9316	26.8489	28.5624	74,797	77,277	80,337
4	21.6277	24.1987	27.1157	28.8294	75,351	77,833	80,892
5	22.0190	24.5901	27.5070	29.2209	76,167	78,647	81,706
6	22.4131	24.9843	27.9012	29.6149	76,986	79,467	82,526
7	22.8110	25.3823	28.2993	30.0128	77,813	80,294	83,353
8	23.2125	25.7837	28.7006	30.4144	78,648	81,130	84,188
9	23.6179	26.1891	29.1061	30.8196	79,490	81,973	85,031
10	23.9051	26.4762	29.3933	31.1071	80,089	82,570	85,629
11	24.1963	26.7673	29.6843	31.3983	80,694	83,177	86,234
12	24.4909	27.0620	29.9792	31.6927	81,308	83,789	86,847
13	24.7900	27.3609	30.2779	31.9916	81,930	84,411	87,469
14	25.0924	27.6635	30.5805	32.2941	82,559	85,041	88,099
15	25.3983	27.9696	30.8865	32.6005	83,195	85,676	88,735
16	25.7082	28.2792	31.1966	32.9100	83,840	86,321	89,379
17	26.0222	28.5933	31.5103	33.2240	84,492	86,974	90,032
18	26.3400	28.9110	31.8281	33.5415	85,152	87,634	90,692
19	26.6617	29.2326	32.1497	33.8633	85,823	88,304	91,362
20	26.9872	29.5582	32.4753	34.1889	86,499	88,982	92,039
21	27.3170	29.8879	32.8048	34.5188	87,185	89,668	92,725
22	27.6508	30.2217	33.1391	34.8525	87,880	90,362	93,421
23	27.9889	30.5600	33.4769	35.1906	88,583	91,064	94,123
24	28.3313	30.9023	33.8193	35.5332	89,296	91,777	94,835
25	28.6779	31.2489	34.1660	35.8794	90,017	92,499	95,555

POLICE DEPT - NON HAZARDOUS DUTY ECU EFFECTIVE: FY 2021-2022			
GRADES			
HOURLY NON-EXEMPT			
STEPS	9		11
ENTRY MIN	22.4532		26.1890
ENTRY MAX	23.5758		27.4983
3	24.3804		28.4370
4	24.6851		28.7926
5	24.9935		29.1527
6	25.3060		29.5168
7	25.6226		29.8859
8	25.9426		30.2597
9	26.2668		30.6380
10	26.5951		31.0211
11	26.9276		31.4091
12	27.2642		31.8019
13	27.6048		32.1988
14	27.9496		32.6016
15	28.2991		33.0089
16	28.6530		33.4215
17	29.0113		33.8395
18	29.3738		34.2625
19	29.7410		34.6910
20	30.1131		35.1248
21	30.4897		35.5640
22	30.8710		36.0086
23	31.2570		36.4588
24	31.6478		36.9145
25	32.0433		37.3759

NOTE:

Generally, **STEP 1** represents the yr an employee completes the 1st yr of employment.

**STEP 2** represents the fiscal yr an employee completes the 2nd yr of employment. And so on. Figures on these charts may be rounded due to administrative purposes, or may vary in the payroll system due to rounding.

GRADES	JOB CLASSIFICATIONS
GRADE 1:	POLICE OFFICER
GRADE 2:	POLICE SERGEANT
GRADE 3:	POLICE LIEUTENANT
GRADE 4:	
GRADE 5:	POLICE MAJOR
GRADE 6:	
GRADE 7:	DEPUTY CHIEF OF POLICE (LT. COL.)

EXAMPLE CALCULATIONS:

NON-EXEMPT REGULAR EARNINGS:

ASSUME ANNUAL HRS 2,080  
REGULAR HOURLY RATE \* 2,080

OVERTIME/CALLBACK (NON-EXEMPT ONLY) MAY BE PAID AS:

(REGULAR HOURLY RATE + 1.92) (1.5)

\*EXEMPT EMPLOYEES

EXEMPT EMPLOYEE PAY IS BASED ON A WEEKLY SALARY PURSUANT TO APPLICABLE WAGE AND HOUR REGULATIONS. THE AMOUNT SHOWN FOR EXEMPT EMPLOYEES REFLECTS WHEN AN EMPLOYEE IS EMPLOYED FOR 52 WEEKS (IF APPLICABLE) WITHOUT ANY PAY DOCKAGE AS PERMITTED BY APPLICABLE LAW.

STATE INCENTIVE PAY:

ASSUMES \$4,000 / YEAR, PAID IN MONTHLY INCREMENTS OF APPROXIMATELY \$333.33  
\$1.92/HR IN ABOVE CALCULATION ASSUMES \$4,000/YR INCENTIVE.

Figures on these charts may be rounded due to administrative purposes, or may vary in the payroll system due to rounding.

GRADES	JOB CLASSIFICATIONS
GRADE 9	Evidence Collection Unit Technician
GRADE 11	Evidence Collection Unit Supervisor

SERVICE RECOGNITION AWARD

Awarded every 5 years in 250.00 increments based on most recent hire date.

5 YEARS	\$250
10 YEARS	\$500
15 YEARS	\$750
20 YEARS	\$1,000
25 YEARS	\$1,250
30 YEARS	\$1,500

RETENTION BONUS (Hazardous Only)

Awarded every 3 years up thru 12 years of employment based on most recent Hazardous duty classification date.

3 years	\$2,000
6 years	\$3,000
9 years	\$5,000
12 years	\$6,000

IMPORTANT: HAZARDOUS DUTY TITLES MUST REMAIN THE SAME AS TITLES PREVIOUSLY APPROVED BY KY RETIREMENT SYSTEMS. IF ANY CHANGES, SEEK KY RETIREMENT SYSTEMS APROVAL.

**ADMINISTRATIVE SERVICES**  
**EFFECTIVE: FY 2021-2022**

GRADES								
STEPS	3	4	5	6	7	8	9	10
ENTRY MIN	13.7377	14.8365	16.0232	17.3050	18.6895	20.1845	21.7993	23.5431
ENTRY MAX	14.4247	15.5783	16.8244	18.1703	19.6241	21.1937	22.8892	24.7202
3	14.6049	15.7732	17.0343	18.3972	19.8696	21.4587	23.1754	25.0289
4	14.7877	15.9705	17.2475	18.6268	20.1178	21.7269	23.4651	25.3416
5	14.9726	16.1699	17.4630	18.8599	20.3694	21.9987	23.7582	25.6581
6	15.1595	16.3721	17.6816	19.0959	20.6237	22.2739	24.0550	25.9786
7	15.3493	16.5767	17.9024	19.3345	20.8817	22.5525	24.3561	26.3034
8	15.5406	16.7839	18.1261	19.5761	21.1426	22.8343	24.6602	26.6324
9	15.7351	16.9937	18.3523	19.8208	21.4071	23.1194	24.9685	26.9653
10	15.9318	17.2060	18.5815	20.0686	21.6751	23.4086	25.2805	27.3025
11	16.1307	17.4210	18.8139	20.3196	21.9462	23.7010	25.5967	27.6437
12	16.3324	17.6390	19.0493	20.5733	22.2206	23.9975	25.9165	27.9895
13	16.5362	17.8598	19.2874	20.8306	22.4985	24.2971	26.2402	28.3392
14	16.7431	18.0827	19.5284	21.0911	22.7800	24.6008	26.5681	28.6932
15	16.9528	18.3087	19.7728	21.3551	23.0644	24.9085	26.9002	29.0519
16	17.1642	18.5373	20.0199	21.6217	23.3532	25.2199	27.2365	29.4151
17	17.3791	18.7691	20.2702	21.8920	23.6449	25.5356	27.5770	29.7824
18	17.5965	19.0040	20.5236	22.1653	23.9407	25.8548	27.9219	30.1546
19	17.8167	19.2416	20.7802	22.4420	24.2399	26.1781	28.2708	30.5317
20	18.0393	19.4818	21.0403	22.7227	24.5431	26.5053	28.6245	30.9133
21	18.2644	19.7256	21.3028	23.0067	24.8502	26.8364	28.9826	31.2999
22	18.4924	19.9720	21.5689	23.2942	25.1605	27.1720	29.3451	31.6908
23	18.7239	20.2220	21.8385	23.5857	25.4749	27.5117	29.7119	32.0871
24	18.9580	20.4748	22.1113	23.8805	25.7932	27.8556	30.0833	32.4883
25	19.1951	20.7308	22.3875	24.1790	26.1155	28.2036	30.4593	32.8945

**NOTE:**

Figures on these charts may be rounded due to administrative purposes, or may vary in the payroll system due to rounding.

<u>GRADES</u>	<u>JOB CLASSIFICATIONS</u>
GRADE 3:	CUSTOMER SERVICE REPRESENTATIVE
GRADE 4:	CLERK/TYPIST
GRADE 5:	SECRETARY
GRADE 6:	
GRADE 7:	OFFICE MANAGER      ADMINISTRATIVE AIDE
GRADE 8:	RECORDS MANAGER      EXECUTIVE ASSISTANT TO THE MAYOR
GRADE 9:	
GRADE 10:	PARALEGAL

**EXAMPLE CALCULATIONS:**

**REGULAR EARNINGS:**

ASSUME ANNUAL HRS 2,080  
 REGULAR HOURLY RATE \* 2,080

**SERVICE RECOGNITION AWARD**

Awarded every 5 years in \$250.00 increments  
 based on most recent hire date.

5 YEARS	\$250
10 YEARS	\$500
15 YEARS	\$750
20 YEARS	\$1,000
25 YEARS	\$1,250
30 YEARS	\$1,500

**LABOR/SKILLED CRAFT/TRADES/MAINTENANCE/TECHNICAL**  
**EFFECTIVE: FY 2021-2022**

	GRADES								
STEPS	3	4	5	6	7	8	9	10	11
ENTRY MIN	9.9549	12.9745	14.0123	15.1333	16.3441	17.6519	19.0639	20.5891	22.2365
ENTRY MAX	10.4640	13.6232	14.7126	15.8898	17.1618	18.5345	20.0169	21.6182	23.3481
3	10.5977	13.7936	14.8963	16.0881	17.3763	18.7656	20.2675	21.8886	23.6399
4	10.7329	13.9664	15.0824	16.2893	17.5936	19.0005	20.5206	22.1617	23.9352
5	10.8698	14.1411	15.2706	16.4925	17.8139	19.2381	20.7773	22.4386	24.2343
6	11.0087	14.3175	15.4617	16.6989	18.0362	19.4786	21.0375	22.7193	24.5375
7	11.1491	14.4963	15.6549	16.9080	18.2615	19.7222	21.3000	23.0035	24.8440
8	11.2913	14.6773	15.8506	17.1190	18.4896	19.9686	21.5662	23.2907	25.1546
9	11.4351	14.8606	16.0490	17.3332	18.7205	20.2180	21.8358	23.5821	25.4688
10	11.5810	15.0466	16.2494	17.5501	18.9545	20.4710	22.1085	23.8769	25.7871
11	11.7289	15.2349	16.4529	17.7696	19.1916	20.7270	22.3849	24.1758	26.1091
12	11.8784	15.4253	16.6586	17.9915	19.4316	20.9856	22.6645	24.4776	26.4354
13	12.0296	15.6180	16.8669	18.2162	19.6746	21.2479	22.9481	24.7835	26.7658
14	12.1828	15.8128	17.0775	18.4437	19.9207	21.5135	23.2346	25.0933	27.1005
15	12.3380	16.0108	17.2909	18.6740	20.1693	21.7826	23.5251	25.4071	27.4395
16	12.4951	16.2107	17.5073	18.9076	20.4215	22.0548	23.8193	25.7248	27.7823
17	12.6541	16.4136	17.7265	19.1439	20.6769	22.3304	24.1168	26.0463	28.1295
18	12.8149	16.6186	17.9476	19.3834	20.9354	22.6096	24.4182	26.3721	28.4817
19	12.9780	16.8265	18.1718	19.6254	21.1970	22.8917	24.7234	26.7015	28.8375
20	13.1434	17.0366	18.3988	19.8708	21.4619	23.1781	25.0328	27.0354	29.1976
21	13.3102	17.2497	18.6285	20.1189	21.7303	23.4679	25.3455	27.3732	29.5623
22	13.4795	17.4653	18.8617	20.3704	22.0021	23.7614	25.6619	27.7156	29.9322
23	13.6510	17.6839	19.0975	20.6249	22.2772	24.0583	25.9830	28.0619	30.3064
24	13.8243	17.9053	19.3361	20.8827	22.5555	24.3594	26.3083	28.4127	30.6850
25	14.0001	18.1287	19.5778	21.1436	22.8374	24.6636	26.6371	28.7679	31.0692

NOTE:

Figures on these charts may be rounded due to  
administrative purposes, or may vary in the payroll system due to rounding.

**GRADES**

GRADE 3: PARKKEEPER / MT HELPER

GRADE 4:

GRADE 5:

GRADE 6: LABORER/MT HELPER

LABORER (OPD)

GRADE 7: BUS DRIVER

MAINTENANCE WORKER

ROADWORKER

GRADE 8: MAINTENANCE EQUIPMENT OPERATOR

BUS DRIVER/DISPATCHER

EQUIPMENT OPERATOR

DRIVER (SANITATION)

GRADE 9: ASST. GREENS SUPERINTENDENT

MAINTENANCE SPECIALIST

GRADE 10: ELECTRICIAN

HVAC TECHNICIAN

MECHANIC

GREENS SUPERINTENDENT

CREW LEADER (STREETS)

CREW LEADER (GROUNDS)

CREW LEADER (SANITATION)

CREW LEADER (P&R)

INSTRUMENT TECHNICIAN

GRADE 11: CONSTRUCTION INSPECTOR

BLDG MT/OP SPECIALIST

**EXAMPLE CALCULATIONS:**

ASSUME ANNUAL HRS 2,080

REGULAR HOURLY RATE \* 2,080

**SERVICE RECOGNITION AWARD**

Awarded every 5 years in \$250.00 increments  
based on most recent hire date.

5 YEARS \$250

10 YEARS \$500

15 YEARS \$750

20 YEARS \$1,000

25 YEARS \$1,250

30 YEARS \$1,500

**NOTE:**

(1) \$6,600/2,480 = \$2.66

(2) GREENS SUPT WITH SAME HOUSING DOES NOT HAVE REG OT, BUT WHEN OT APPLIES, USE \$6,600/2080 = \$3.17

**PROFESSIONAL / TECHNICAL  
EFFECTIVE: FY 2021-2022**

	NON-EXEMPT									
	GRADES									
STEPS	3	4	5	6	7	8	9	10	11	12
ENTRY MIN	13.7377	14.8365	16.0232	17.3050	18.6895	20.1845	21.7993	23.5431	25.4262	27.4602
ENTRY MAX	14.4247	15.5783	16.8244	18.1703	19.6241	21.1937	22.8892	24.7202	26.6975	28.8333
3	14.6049	15.7732	17.0343	18.3972	19.8696	21.4587	23.1754	25.0289	27.0313	29.1938
4	14.7877	15.9705	17.2475	18.6268	20.1178	21.7269	23.4651	25.3416	27.3693	29.5589
5	14.9726	16.1699	17.4630	18.8599	20.3694	21.9987	23.7582	25.6581	27.7116	29.9285
6	15.1595	16.3721	17.6816	19.0959	20.6237	22.2739	24.0550	25.9786	28.0579	30.3026
7	15.3493	16.5767	17.9024	19.3345	20.8817	22.5525	24.3561	26.3034	28.4087	30.6814
8	15.5406	16.7839	18.1261	19.5761	21.1426	22.8343	24.6602	26.6324	28.7640	31.0651
9	15.7351	16.9937	18.3523	19.8208	21.4071	23.1194	24.9685	26.9653	29.1237	31.4536
10	15.9318	17.2060	18.5815	20.0686	21.6751	23.4086	25.2805	27.3025	29.4877	31.8467
11	16.1307	17.4210	18.8139	20.3196	21.9462	23.7010	25.5967	27.6437	29.8565	32.2450
12	16.3324	17.6390	19.0493	20.5733	22.2206	23.9975	25.9165	27.9895	30.2298	32.6482
13	16.5362	17.8598	19.2874	20.8306	22.4985	24.2971	26.2402	28.3392	30.6072	33.0558
14	16.7431	18.0827	19.5284	21.0911	22.7800	24.6008	26.5681	28.6932	30.9902	33.4694
15	16.9528	18.3087	19.7728	21.3551	23.0644	24.9085	26.9002	29.0519	31.3772	33.8874
16	17.1642	18.5373	20.0199	21.6217	23.3532	25.2199	27.2365	29.4151	31.7695	34.3110
17	17.3791	18.7691	20.2702	21.8920	23.6449	25.5356	27.5770	29.7824	32.1667	34.7400
18	17.5965	19.0040	20.5236	22.1653	23.9407	25.8548	27.9219	30.1546	32.5690	35.1745
19	17.8167	19.2416	20.7802	22.4420	24.2399	26.1781	28.2708	30.5317	32.9764	35.6145
20	18.0393	19.4818	21.0403	22.7227	24.5431	26.5053	28.6245	30.9133	33.3887	36.0598
21	18.2644	19.7256	21.3028	23.0067	24.8502	26.8364	28.9826	31.2999	33.8060	36.5105
22	18.4924	19.9720	21.5689	23.2942	25.1605	27.1720	29.3451	31.6908	34.2285	36.9668
23	18.7239	20.2220	21.8385	23.5857	25.4749	27.5117	29.7119	32.0871	34.6567	37.4292
24	18.9580	20.4748	22.1113	23.8805	25.7932	27.8556	30.0833	32.4883	35.0899	37.8970
25	19.1951	20.7308	22.3875	24.1790	26.1155	28.2036	30.4593	32.8945	35.5286	38.3708

NOTE:

Figures on these charts may be rounded due to  
administrative purposes, or may vary in the payroll system due to rounding.

**GRADES**

GRADE 3:	
GRADE 4:	PARKS & RECREATION FACILITIES SPECIALIST
GRADE 5:	
GRADE 6:	ACCOUNTING CLERK REVENUE CLERK RECREATION SPECIALIST
GRADE 7:	TELECOMMUNICATOR FINANCE DEPT. ASSISTANT HOUSING AND GRANT COORDINATOR IMAGING SPECIALIST GARAGE PARTS CLERK
GRADE 8:	EVENTS COORDINATOR OCC/REVENUE CLERK RECREATION SUPERVISOR ASST TAC TELECOMMUNICATOR PROPERTY MAINTENANCE INSPECTOR
GRADE 9:	LEAD TELECOMMUNICATOR
GRADE 10:	CHIEF SURVEYOR ENGINEERING TECHNICIAN
GRADE 11:	
GRADE 12:	SENIOR ENGINEERING TECHNICIAN

**EXAMPLE CALCULATIONS:**

**REGULAR EARNINGS:**

ASSUME ANNUAL HRS 2,080  
REGULAR HOURLY RATE \* 2,080

5 YEARS	\$250
10 YEARS	\$500
15 YEARS	\$750
20 YEARS	\$1,000
25 YEARS	\$1,250
30 YEARS	\$1,500

**PROFESSIONAL / TECHNICAL  
EFFECTIVE: FY 2021-2022**

	EXEMPT*						
	GRADES						
STEPS	8	9	10	11	12	13	14
ENTRY MIN	41,984	45,342	48,970	52,887	57,118	61,687	66,621
ENTRY MAX	48,282	52,145	56,315	60,818	65,682	70,939	76,614
3	48,885	52,797	57,019	61,580	66,507	71,827	77,573
4	49,496	53,456	57,733	62,348	67,337	72,725	78,543
5	50,115	54,124	58,454	63,131	68,178	73,633	79,524
6	50,743	54,800	59,185	63,917	69,030	74,555	80,519
7	51,376	55,485	59,924	64,716	69,894	75,488	81,527
8	52,018	56,179	60,674	65,525	70,766	76,431	82,545
9	52,670	56,881	61,433	66,344	71,651	77,388	83,579
10	53,326	57,594	62,200	67,174	72,546	78,353	84,622
11	53,993	58,313	62,978	68,014	73,453	79,333	85,680
12	54,667	59,041	63,764	68,864	74,372	80,324	86,751
13	55,352	59,779	64,562	69,725	75,302	81,329	87,835
14	56,044	60,526	65,367	70,598	76,245	82,346	88,934
15	56,743	61,282	66,186	71,479	77,199	83,374	90,043
16	57,453	62,049	67,013	72,373	78,162	84,416	91,169
17	58,172	62,824	67,850	73,278	79,139	85,471	92,308
18	58,900	63,612	68,698	74,193	80,128	86,539	93,462
19	59,636	64,405	69,559	75,121	81,129	87,621	94,631
20	60,381	65,209	70,427	76,059	82,142	88,718	95,815
21	61,137	66,023	71,307	77,011	83,169	89,826	97,012
22	61,901	66,851	72,200	77,973	84,211	90,949	98,226
23	62,676	67,685	73,101	78,949	85,263	92,084	99,451
24	63,459	68,533	74,015	79,934	86,328	93,235	100,694
25	64,253	69,387	74,940	80,934	87,406	94,403	101,954

NOTE:

Figures on these charts may be rounded due to  
administrative purposes, or may vary in the payroll system due to rounding

**GRADES**

GRADE 8:	PAYROLL ADMINISTRATOR	
GRADE 9:	RECREATION FACILITIES MGR GOLF COURSE MANAGER	RADIO/NETWORK SYSTEMS TECHNICIAN NETWORK SYSTEMS TECHNICIAN
GRADE 10:	ACCOUNTANT HUMAN RESOURCES ASSISTANT	ASST OCCUPATIONAL TAX ADMINISTRATOR NETWORK ADMINISTRATOR
GRADE 11:	PURCHASING AGENT ASSISTANT FINANCE MANAGER CITY CLERK	GIS ANALYST/PROGRAMMER OCCUPATIONAL TAX ADMINISTRATOR COMMUNICATIONS AND MARKETING MGR
GRADE 12:	SYSTEMS ANALYST/PROGRAMMER	
GRADE 13:	NETWORK SYSTEMS ENGINEER	APPLICATIONS SUPERVISOR
GRADE 14:	INFRASTRUCTURE SUPERVISOR	

**\*EXEMPT EMPLOYEES:**

EXEMPT EMPLOYEE PAY IS BASED ON A WEEKLY SALARY PURSUANT TO APPLICABLE WAGE AND HOUR REGULATIONS. THE AMOUNT SHOWN FOR EXEMPT EMPLOYEES REFLECTS WHEN AN EMPLOYEE IS EMPLOYED FOR 52 WEEKS (IF APPLICABLE) WITHOUT ANY PAY DOCKAGE AS PERMITTED BY APPLICABLE LAW.

**SERVICE RECOGNITION AWARD**

Awarded every 5 years in \$250.00 increments  
based on most recent hire date.

5 YEARS	\$250
10 YEARS	\$500
15 YEARS	\$750
20 YEARS	\$1,000
25 YEARS	\$1,250
30 YEARS	\$1,500



**KEY EXEMPT MANAGEMENT**  
**EFFECTIVE : FY 2021-2022**

<b>EXEMPT*</b>								
<b>GRADES</b>								
<b>STEPS</b>			3	4	5	6	7	8
ENTRY MIN			45,344	48,971	52,890	57,122	61,691	66,627
ENTRY MAX			52,145	56,317	60,823	65,689	70,943	76,620
3			52,798	57,021	61,583	66,513	71,833	77,579
4			53,456	57,735	62,353	67,343	72,729	78,548
5			54,125	58,455	63,134	68,185	73,638	79,529
6			54,801	59,187	63,922	69,037	74,559	80,523
7			55,487	59,926	64,722	69,899	75,492	81,531
8			56,180	60,676	65,529	70,772	76,436	82,549
9			56,883	61,436	66,349	71,656	77,391	83,580
10			57,594	62,203	67,180	72,553	78,359	84,625
11			58,314	62,980	68,019	73,459	79,337	85,683
12			59,042	63,768	68,870	74,377	80,330	86,755
13			59,780	64,565	69,731	75,309	81,333	87,840
14			60,527	65,373	70,604	76,250	82,350	88,937
15			61,283	66,190	71,486	77,204	83,378	90,048
16			62,050	67,018	72,381	78,168	84,421	91,173
17			62,825	67,855	73,284	79,146	85,476	92,315
18			63,612	68,702	74,200	80,134	86,544	93,468
19			64,406	69,562	75,128	81,135	87,626	94,635
20			65,210	70,433	76,066	82,148	88,722	95,817
21			66,026	71,312	77,017	83,176	89,831	97,016
22			66,850	72,204	77,981	84,216	90,954	98,228
23			67,686	73,106	78,955	85,268	92,090	99,457
24			68,533	74,021	79,942	86,334	93,243	100,701
25			69,388	74,945	80,940	87,412	94,408	101,960

**NOTE:**

Figures on these charts may be rounded due to  
administrative purposes, or may vary in the payroll system due to rounding.

**GRADES**

GRADE 3:

GRADE 4:

GRADE 5:

GRADE 6:	GROUNDS MANAGER/HORTICULTURIST STREET MANAGER GARAGE MANAGER PROPERTY MAINTENANCE MANAGER	FACILITIES MAINTENANCE MANAGER SANITATION MANAGER TRANSIT MANAGER
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GRADE 7:	LOSS PREVENTION MANAGER ASSISTANT CITY ENGINEER	RECREATION SUPERINTENDENT GIS MANAGER
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GRADE 8: DIRECTOR 911 CENTRAL DISPATCH

**\*EXEMPT EMPLOYEES:**

EXEMPT EMPLOYEE PAY IS BASED ON A WEEKLY SALARY PURSUANT TO APPLICABLE WAGE AND HOUR REGULATIONS. THE AMOUNT SHOWN FOR EXEMPT EMPLOYEES REFLECTS WHEN AN EMPLOYEE IS EMPLOYED FOR 52 WEEKS (IF APPLICABLE) WITHOUT ANY PAY DOCKAGE AS PERMITTED BY APPLICABLE LAW.

**SERVICE RECOGNITION AWARD**

Awarded every 5 years in \$250.00 increments  
based on most recent hire date.

5 YEARS	\$250
10 YEARS	\$500
15 YEARS	\$750
20 YEARS	\$1,000
25 YEARS	\$1,250
30 YEARS	\$1,500

**DEPARTMENT HEADS / CITY ATTORNEY / CITY MGR**  
EFFECTIVE: FY 2021-2022

	<b>EXEMPT*</b>									
	<b>GRADES</b>									
<b>STEPS</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
ENTRY MIN	57,122	61,691	66,627	71,957	77,714	83,932	90,646	97,897	105,728	114,189
ENTRY MAX	71,402	77,117	83,284	89,947	97,141	104,913	113,309	122,372	132,160	142,734
3	72,292	78,079	84,323	91,070	98,358	106,225	114,724	123,902	133,813	144,520
4	73,197	79,052	85,377	92,210	99,586	107,551	116,157	125,451	135,487	146,325
5	74,113	80,041	86,445	93,363	100,832	108,897	117,610	127,019	137,180	148,155
6	75,038	81,044	87,527	94,531	102,093	110,257	119,078	128,606	138,894	150,007
7	75,977	82,056	88,620	95,713	103,367	111,637	120,567	130,214	140,631	151,882
8	76,926	83,081	89,727	96,910	104,660	113,034	122,074	131,841	142,388	153,781
9	77,888	84,121	90,849	98,120	105,968	114,444	123,600	133,488	144,166	155,702
10	78,862	85,170	91,986	99,346	107,295	115,875	125,145	135,160	145,969	157,648
11	79,849	86,236	93,136	100,587	108,635	117,324	126,709	136,847	147,795	159,618
12	80,845	87,316	94,301	101,846	109,995	118,790	128,292	138,558	149,642	161,615
13	81,858	88,407	95,478	103,118	111,367	120,276	129,896	140,291	151,511	163,634
14	82,878	89,511	96,670	104,408	112,758	121,777	131,519	142,045	153,405	165,679
15	83,916	90,628	97,878	105,711	114,169	123,301	133,166	143,821	155,323	167,750
16	84,964	91,764	99,103	107,035	115,596	124,840	134,827	145,619	157,264	169,847
17	86,025	92,910	100,341	108,373	117,042	126,402	136,514	147,441	159,230	171,969
18	87,102	94,072	101,596	109,726	118,503	127,983	138,219	149,281	161,221	174,120
19	88,191	95,248	102,867	111,099	119,983	129,583	139,947	151,148	163,235	176,297
20	89,291	96,439	104,152	112,486	121,486	131,202	141,696	153,039	165,276	178,501
21	90,409	97,645	105,454	113,892	123,003	132,842	143,468	154,949	167,344	180,732
22	91,538	98,863	106,772	115,317	124,543	134,503	145,263	156,887	169,435	182,989
23	92,685	100,098	108,107	116,759	126,098	136,185	147,077	158,847	171,553	185,280
24	93,844	101,352	109,459	118,217	127,673	137,886	148,916	160,833	173,698	187,593
25	95,016	102,618	110,825	119,695	129,268	139,610	150,778	162,845	175,870	189,938

NOTE:

Figures on these charts may be rounded due to  
administrative purposes, or may vary in the payroll system due to rounding.

**GRADES**

GRADE 1:

GRADE 2:

GRADE 3:

GRADE 4:	COMMUNITY DEVELOPMENT DIRECTOR INFORMATION TECHNOLOGY MANAGER DEPUTY DIRECTOR OF PUBLIC WORKS	HUMAN RESOURCES MANAGER DIRECTOR OF PARKS AND RECREATION
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GRADE 5:	CITY ENGINEER	DEPUTY DIRECTOR OF FINANCE & SUPPORT SERVICES
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GRADE 6:

GRADE 7:	DIRECTOR OF FINANCE & SUPPORT SERVICES DIRECTOR OF PUBLIC WORKS	DIRECTOR OF PUBLIC EVENTS
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GRADE 8:	POLICE CHIEF (CHIEF OF POLICE (COLONEL)) ASSISTANT CITY MANAGER	FIRE CHIEF CITY ATTORNEY
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GRADE 9:

GRADE 10: CITY MANAGER

**\*EXEMPT EMPLOYEES:**

EXEMPT EMPLOYEE PAY IS BASED ON A WEEKLY SALARY PURSUANT TO APPLICABLE WAGE AND HOUR  
REGULATIONS. THE AMOUNT SHOWN FOR EXEMPT EMPLOYEES REFLECTS WHEN AN EMPLOYEE IS EMPLOYED  
FOR 52 WEEKS (IF APPLICABLE) WITHOUT ANY PAY DOCKAGE AS PERMITTED BY APPLICABLE LAW.

**SERVICE RECOGNITION AWARD**

Awarded every 5 years in \$250.00 increments  
based on most recent hire date.

5 YEARS	\$250
10 YEARS	\$500
15 YEARS	\$750
20 YEARS	\$1,000
25 YEARS	\$1,250
30 YEARS	\$1,500

**IMPORTANT: HAZARDOUS DUTY TITLES MUST REMAIN SAME AS TITLES PREVIOUSLY APPROVED BY KY RETIREMENT  
SYSTEMS. IF ANY CHANGES, SEEK KY RET. SYS. APPROVAL.**