

**AN ORDINANCE ADOPTING THE FISCAL YEAR 2024 HIRING & PROMOTION SALARY SCHEDULE AND PERSONNEL MANNING CHART; REPEALING CONFLICTING ORDINANCES; FIXING AN EFFECTIVE DATE**

**WHEREAS**, the City’s Comprehensive Plan establishes a goal to continue to attract and retain qualified professional staff with high ethical standards to fairly and efficiently deliver exceptional City service; and

**WHEREAS**, the Mayor and City Council have established a goal to improve the salaries of City of Waynesville employees;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WAYNESVILLE, AS FOLLOWS:**

**Section 1.** That the City Council has been presented with a Fiscal Year 2024 Hiring & Promotion Salary Schedule pertaining to the recruitment and promotion of City employees. This schedule shall be used for hiring and promotion only. That said Fiscal Year 2024 Hiring & Promotion Salary Schedule is attached hereto and incorporated herein by specific reference thereto.

**Section 2.** That employees shall be evaluated yearly and based on the merit of that evaluation, the employee may receive a salary increase according to the following schedule:

Length of Service	% of Increase Range
1-5 years	0% to 3%
6+ years	0% to 6%

The City Administrator’s salary increase shall be 3%. The new salary schedule will be implemented effective January 1, 2024.

**Section 3.** Based on current job duties, specifications, and employee growth, it is necessary to amend the current Personnel Manning Chart to include current and future personnel.

**Section 4.** The revised Personnel Manning Chart is attached hereto and incorporated herein by specific reference hereto.

**Section 5.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Section 6.** That this ordinance shall take full force and effect on January 1, 2024.

**Section 7.** That all employees of the City of Waynesville shall comply with said ordinance.

**PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL ON THIS 16<sup>TH</sup> DAY OF NOVEMBER, 2023.**

  
Sean A. Wilson, Mayor

  
ATTEST  
  
Michele Brown, City Clerk

**PROPOSED  
STEP AND GRADE  
2024**

**MINIMUM WAGE \$12.33**

**10% GRADE, 2% STEP**

	1	2	3	4	5
<b>1 BASE SALARY</b>	<b>\$ 25,646.40</b>	<b>\$ 26,159.33</b>	<b>\$ 26,682.51</b>	<b>\$ 27,216.16</b>	<b>\$ 27,760.49</b>
HOURLY RATE	\$ 12.33	\$ 12.58	\$ 12.83	\$ 13.08	\$ 13.35
<b>2 BASE SALARY</b>	<b>\$ 28,211.04</b>	<b>\$ 28,775.26</b>	<b>\$ 29,350.77</b>	<b>\$ 29,937.78</b>	<b>\$ 30,536.54</b>
HOURLY RATE	\$ 13.56	\$ 13.83	\$ 14.11	\$ 14.39	\$ 14.68
<b>3 BASE SALARY</b>	<b>\$ 31,032.14</b>	<b>\$ 31,652.79</b>	<b>\$ 32,285.84</b>	<b>\$ 32,931.56</b>	<b>\$ 33,590.19</b>
HOURLY RATE	\$ 14.92	\$ 15.22	\$ 15.52	\$ 15.83	\$ 16.15
<b>4 BASE SALARY</b>	<b>\$ 34,135.36</b>	<b>\$ 34,818.07</b>	<b>\$ 35,514.43</b>	<b>\$ 36,224.72</b>	<b>\$ 36,949.21</b>
HOURLY RATE	\$ 16.41	\$ 16.74	\$ 17.07	\$ 17.42	\$ 17.76
<b>5 BASE SALARY</b>	<b>\$ 37,548.89</b>	<b>\$ 38,299.87</b>	<b>\$ 39,065.87</b>	<b>\$ 39,847.19</b>	<b>\$ 40,644.13</b>
HOURLY RATE	\$ 18.05	\$ 18.41	\$ 18.78	\$ 19.16	\$ 19.54
<b>6 BASE SALARY</b>	<b>\$ 41,303.78</b>	<b>\$ 42,129.86</b>	<b>\$ 42,972.46</b>	<b>\$ 43,831.91</b>	<b>\$ 44,708.54</b>
HOURLY RATE	\$ 19.86	\$ 20.25	\$ 20.66	\$ 21.07	\$ 21.49
<b>7 BASE SALARY</b>	<b>\$ 45,434.16</b>	<b>\$ 46,342.85</b>	<b>\$ 47,269.70</b>	<b>\$ 48,215.10</b>	<b>\$ 49,179.40</b>
HOURLY RATE	\$ 21.84	\$ 22.28	\$ 22.73	\$ 23.18	\$ 23.64
<b>8 BASE SALARY</b>	<b>\$ 49,977.58</b>	<b>\$ 50,977.13</b>	<b>\$ 51,996.67</b>	<b>\$ 53,036.61</b>	<b>\$ 54,097.34</b>
HOURLY RATE	\$ 24.03	\$ 24.51	\$ 25.00	\$ 25.50	\$ 26.01
<b>9 BASE SALARY</b>	<b>\$ 54,975.34</b>	<b>\$ 56,074.84</b>	<b>\$ 57,196.34</b>	<b>\$ 58,340.27</b>	<b>\$ 59,507.07</b>
HOURLY RATE	\$ 26.43	\$ 26.96	\$ 27.50	\$ 28.05	\$ 28.61
<b>10 BASE SALARY</b>	<b>\$ 60,472.87</b>	<b>\$ 61,682.33</b>	<b>\$ 62,915.97</b>	<b>\$ 64,174.29</b>	<b>\$ 65,457.78</b>
HOURLY RATE	\$ 29.07	\$ 29.65	\$ 30.25	\$ 30.85	\$ 31.47
<b>11 BASE SALARY</b>	<b>\$ 66,520.16</b>	<b>\$ 67,850.56</b>	<b>\$ 69,207.57</b>	<b>\$ 70,591.72</b>	<b>\$ 72,003.56</b>
HOURLY RATE	\$ 31.98	\$ 32.62	\$ 33.27	\$ 33.94	\$ 34.62

<b>ELECTRIC APPRENTICE PROGRAM</b>					
<b>BASE SALARY</b>	<b>\$ 32,281.60</b>	<b>\$ 32,927.23</b>	<b>\$ 33,585.78</b>	<b>\$ 34,257.49</b>	<b>\$ 34,942.64</b>
GROUNDSMAN	\$ 15.52	\$ 15.83	\$ 16.15	\$ 16.47	\$ 16.80

	YEAR 1	YEAR 2	YEAR 3	YEAR 4
<b>APPRENTICE</b>	<b>\$ 36,150.40</b>	<b>\$ 40,206.40</b>	<b>\$ 43,409.60</b>	<b>\$ 46,862.40</b>
HOURLY RATE	\$ 17.38	\$ 19.33	\$ 20.87	\$ 22.53

	1	2	3	4	5
<b>BASE SALARY</b>	<b>\$ 55,432.00</b>	<b>\$ 56,540.64</b>	<b>\$ 57,671.45</b>	<b>\$ 58,824.88</b>	<b>\$ 60,001.38</b>
JOURNEYMAN LINE	\$ 26.65	\$ 27.18	\$ 27.73	\$ 28.28	\$ 28.85

<b>POLICE DEPARTMENT</b>					
<b>BASE SALARY</b>	<b>\$ 33,457.63</b>	<b>\$ 35,812.61</b>	<b>\$ 36,528.86</b>	<b>\$ 37,259.44</b>	<b>\$ 38,004.63</b>
PATROLMAN I	\$ 16.88	\$ 17.22	\$ 17.56	\$ 17.91	\$ 18.27
<b>BASE SALARY</b>	<b>\$ 38,621.44</b>	<b>\$ 39,393.87</b>	<b>\$ 40,181.75</b>	<b>\$ 40,985.38</b>	<b>\$ 41,805.09</b>
PATROLMAN II	\$ 18.57	\$ 18.94	\$ 19.32	\$ 19.70	\$ 20.10
<b>BASE SALARY</b>	<b>\$ 42,483.58</b>	<b>\$ 43,333.26</b>	<b>\$ 44,199.92</b>	<b>\$ 45,083.92</b>	<b>\$ 45,985.60</b>
PATROLMAN III	\$ 20.42	\$ 20.83	\$ 21.25	\$ 21.67	\$ 22.11
<b>BASE SALARY</b>	<b>\$ 46,731.94</b>	<b>\$ 47,666.58</b>	<b>\$ 48,619.91</b>	<b>\$ 49,592.31</b>	<b>\$ 50,584.16</b>
CORPORAL	\$ 22.47	\$ 22.92	\$ 23.37	\$ 23.84	\$ 24.32
<b>BASE SALARY</b>	<b>\$ 51,405.14</b>	<b>\$ 52,433.24</b>	<b>\$ 53,481.90</b>	<b>\$ 54,551.54</b>	<b>\$ 55,642.57</b>
SERGEANT	\$ 24.71	\$ 25.21	\$ 25.71	\$ 26.23	\$ 26.75
<b>BASE SALARY</b>	<b>\$ 56,545.65</b>	<b>\$ 57,676.56</b>	<b>\$ 58,830.09</b>	<b>\$ 60,006.70</b>	<b>\$ 61,206.83</b>
LIEUTENANT	\$ 27.19	\$ 27.73	\$ 28.28	\$ 28.85	\$ 29.43
<b>BASE SALARY</b>	<b>\$ 70,682.06</b>	<b>\$ 72,095.70</b>	<b>\$ 73,537.62</b>	<b>\$ 75,008.37</b>	<b>\$ 76,508.54</b>
CHIEF	\$ 33.98	\$ 34.66	\$ 35.35	\$ 36.06	\$ 36.78

## PERSONNEL MANNING CHART – 2024

**1**

Seasonal Laborer/Worker  
Animal Shelter Worker - PT

**2**

Administrative Assistant I  
Construction/Parks Laborer I  
Meter Reader I  
Animal Shelter Worker I

**3**

Administrative Assistant II  
Construction/Parks Laborer II  
Public Works Technician I  
Meter Reader II  
Animal Shelter Worker II  
Animal Control Officer I  
Communications Dispatch I

**4**

Administrative Assistant III  
Accounts Payable Clerk  
Court Clerk I  
Construction/Parks Laborer III  
Public Works Technician II  
Plant Operator I  
Building Inspector I  
Equipment Operator I  
Animal Shelter Worker III  
Animal Control Officer II  
Communications Dispatch II

**5**

Payroll Clerk  
IT Technician I  
Executive Assistant I  
Court Clerk II  
Airport Technician I  
Public Works Technician III  
Equipment Operator II  
Plant Operator II  
Building Inspector II  
Senior Animal Shelter Worker  
Animal Control Officer III  
Communications Dispatcher III

**6**

Executive Assistant II  
Court Administrator  
Accounts Payable/Payroll Manager  
Airport Maintenance Supervisor  
Equipment Operator III  
Plant Operator III  
Building Inspector III/Land Use & Floodplain  
Assistant Parks Supervisor  
Public Works Foreman  
Airport Technician II  
Senior Communications Dispatcher

**7**

Executive Assistant III  
Assistant Finance Officer  
Parks Supervisor  
Airport Operations Supervisor  
Construction Supervisor  
Street Supervisor  
Senior Plant Operator

**8**

Senior Executive Assistant  
Assistant Electric Supervisor  
Assistant Water/Wastewater Supervisor  
Building Official  
Animal Shelter Supervisor  
Communications Supervisor

**9**

Natural Gas Supervisor  
Electric Supervisor  
Water/Wastewater Supervisor  
Administrative Services Manager  
Assistant Finance Officer/AP&Payroll Manager  
Economic Development Coordinator

**10**

Finance Officer  
Utility Billing Supervisor/Deputy City Clerk

**11**

Public Works Director  
City Clerk

Assistant City Administrator  
City Administrator

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ELG – Electric Groundsman  
AL1 – Apprentice Lineman I  
AL2 – Apprentice Lineman II  
AL3 – Apprentice Lineman III  
AL4 – Apprentice Lineman IV  
JLM – Journeyman Lineman

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PM I – Patrolman I  
PM II – Patrolman II  
PM III – Patrolman III  
CRPL – Corporal  
DCRPL – Detective Corporal  
SGT - Sergeant  
DSGT – Detective Sergeant  
LT - Lieutenant  
CHF - Chief of Police