

**REGULAR MEETING OF WILMINGTON CITY COUNCIL
DECEMBER 13, 2018 @ 6:30 P.M. – REVISED***

**Council Chambers
Louis L. Redding City/County Building
800 N. French Street - Wilmington, DE 19801
www.WilmingtonDe.gov or www.WITN22.org**

AGENDA

- I. Call to Order**
 - Prayer
 - Pledge of Allegiance
 - Roll Call

- II. Approval of Minutes**

- III. Committee Reports**

- IV. Acceptance of Treasurer’s Report**

- V. Non-Legislative Business**

Harlee	Sympathy Buddy Milburn
Oliver	Sympathy Robert Samuels
Oliver	Sympathy Constance V. McIntosh-Murray
Oliver	Sympathy Veola Robinson
Williams	Sympathy Stephen L. “Steve” Horgan

VI. Legislative Business

SHABAZZ (*Harlee presenting on behalf of Shabazz*)

#4605 Ord. 18-054 Amend Chapter 2 of the City Code Regarding the Census 2020 Complete Count Committee (**3rd & Final Reading**)

Synopsis: *This Ordinance is being presented by City Council for Council’s review and approval. This Ordinance establishes a Census 2020 Complete Count Committee for the purpose of mobilizing and leveraging personnel and resources both internal and external to City government, in order to provide assistance to the representatives of the United States Census Bureau in the conduct of the decennial census. The intent of establishing this committee is to assure an accurate census count – and consequentially, an equitable share of financial assistance and federal and state representation for Wilmingtonians.*

TURNER

#4609

A Resolution to Rename the Indoor Basketball Court at the William “Hicks” Anderson Community Center the “West Center Court”

Synopsis:

This Resolution is being presented by City Council for Council’s review and approval. This Resolution approves the renaming of the indoor basketball court at the William “Hicks” Anderson Community Center the “West Center Court.”

MCCOY

#4610

An Ordinance to Amend Chapter 5 of the City Code Regarding Businesses
(1st & 2nd Reading)

Synopsis:

This Ordinance is being presented by City Council for Council’s review and approval. This Ordinance amends Chapter 5 of the City Code requiring businesses that sell tobacco products, electronic smoking devices, or tobacco paraphernalia to place such items behind a counter in an area that is not accessible to customers without the intervention of an employee of the business so as not be placed within the reach of children.

FREEL

#4607

Ord. 18-055 Constituting Amendment No. 1 to the Fiscal Year 2019 Operating Budget (Being an Ordinance to Amend Substitute No. 1 to Ordinance No. 18-011) **(3rd & Final Reading)**

Synopsis:

This Ordinance is being presented by the Administration for Council’s review and approval. This Ordinance is the first amendment to the Fiscal Year 2019 Operating Budget. It contains both increased budget appropriations for the Law Department, the Department of Human Resources, the Department of Public Works, the Police Department, and the Fire Department and changes to the position allocation list for the Mayor’s Office, the Department of Human Resources, the Department of Public Works, and the Police Department.

#4597

Ord. 18-051 A Project Ordinance Approving and Authorizing the Financing of a Project for the Community Education Building Corp; Making Certain Findings with Respect Thereto; Authorizing the Issuance of City of Wilmington Revenue Bonds in an Aggregate Principal Amount Not to Exceed \$35,000,000; and Authorizing Other Necessary Action **(3rd & Final Reading)**

Synopsis:

This Ordinance is being presented by the Administration and Office of City Treasurer for Council’s review and approval. This Ordinance will enable the City to issue tax-exempt and/or federally taxable revenue bonds for the refinancing of a project for the Community Education Building Corp. (the “Borrower”). The Bonds will be special revenue obligations of the City, payable exclusively from

payments made by the Borrower under the Agreement, the Note, and the Mortgage (if required) and from available funds under the Guaranty.

- *#4612 A Resolution Urging the Delaware General Assembly to Allow for a Special Election to Fill a City Council Vacancy

Synopsis: *This Resolution is being presented by City Council for Council's review and approval. This Resolution urges the Delaware General Assembly to enact legislation that calls for a special election to fill a Council Member vacancy exceeding 180 days from the date of the next general election and serve the remainder of unexpired vacated Council seat term.*

GUY

- #4599 Ord. 18-053 An Ordinance Authorizing the Issuance of the City's General Obligation Bond, Series of 2018-SRF, in Order to Provide the Funds Necessary for Capital Projects of the City of Wilmington Relating to Phase II of the City's Transmission and Distribution Water Main Improvements; Providing for the Sale of the Bond to the Delaware Drinking Water State Revolving Fund; and Authorizing Other Necessary Action **(3rd & Final Reading)**

Synopsis: *This Ordinance is being presented by the Office of City Treasurer for Council's review and approval. This Ordinance authorizes the issuance of a General Obligation Bond, Series of 2018-SRF, in an amount not to exceed \$4,000,000, which will be sold to the Delaware Drinking Water State Revolving Fund in order to (i) finance capital projects of the City, specifically, Phase II of the City's Transmission and Distribution Water Main Improvements Project, (ii) pay administrative costs relating to such capital projects and (iii) pay the costs of issuing the Bond.*

- #4611 An Ordinance Authorizing the Issuance of the City's General Obligation Bond, Series of 2019-SRF in order to Provide Funds Necessary to Finance Capital Projects of the City Relating to Various Water Main Distribution Improvements and Upgrades Throughout the City; Providing for the Sale of the Bond to the Delaware Drinking Water State Revolving Fund; and Authorizing Other Necessary Action **(1st & 2nd Reading)**

Synopsis: *This Ordinance is presented by the City Treasurer's Office for Council's review and approval to authorize the issuance of a General Obligation Bond, Series of 2019-SRF, in an amount not to exceed \$5,000,000, which will be sold to the Delaware Drinking Water State Revolving Fund in order to (i) finance capital projects of the City, specifically, certain improvements and upgrades to the City's water main distribution infrastructure as set forth in the City's capital budget for its Fiscal Year ending June 30, 2018, (ii) pay administrative costs relating to such capital projects, and (iii) pay the costs of issuing the Bond.*

SHABAZZ (Reconsideration by Walsh)

*#4604 Res. 18-085 To Appoint City Council Member for the First Councilmanic District (**Resolution defeated December 6 to be Reconsidered**)

Synopsis: *This Resolution is being presented by City Council for Council's review and approval. This Resolution appoints Albert Mills, pursuant to Wilm. C. (Charter) § 2-101, to fill the vacancy created by former Council Member Nnamdi O. Chukwuocha, for the remainder of former Council Member Chukwuocha's term in accordance with the recommendation of the Special Committee.*

VII. Petitions and Communications

VIII. Adjournment

**Note: This Agenda is being amended to add item #4612, which is being added to reflect a previously unanticipated need, as well as to reflect the intended reconsideration of item #4604.*

AN ORDINANCE TO AMEND CHAPTER 2 OF THE CITY CODE REGARDING THE CENSUS 2020 COMPLETE COUNT COMMITTEE

#4605

Sponsors:

Council
President
Shabazz

Council
Members
Dixon
Freel
Harlee
Oliver
Walsh

WHEREAS, the United States Census Bureau is responsible for collecting and managing data related to the American population; and

WHEREAS, these responsibilities include fulfilling a Constitutional obligation every ten years to conduct a count, or Census, of all those living in the United States; and

WHEREAS, with the 2020 Census rapidly approaching, and with preparations being made at the national level and in communities across the country, the City of Wilmington wishes to follow the recommendations of the Census Bureau in establishing a Complete Count Committee; and

WHEREAS, this Committee would be charged with collecting efforts and mobilizing resources throughout Wilmington – both internal and external to City government – to ensure a comprehensive plan is developed and that the City does its part to ensure an accurate count of its residents in the 2020 Census; and

WHEREAS, an accurate count in the 2020 Census will help ensure that Wilmingtonians receive an equitable share of federal funding, as well as federal and state representation, and is critical to the City’s efforts to continue to move Wilmington forward.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. Chapter 2 of the City Code is hereby amended by creating a new Section 2-32.2 and adding the underlined language as follows:

Section 2-32.2. Census 2020 Complete Count Committee

Establishment There is hereby established a Census 2020 Complete Count Committee (“Committee”) for the purpose of mobilizing and leveraging personnel and

resources both internal and external to City government, in order to provide assistance to the representatives of the United States Census Bureau in the conduct of the decennial census, in order to assure an accurate census count – and consequentially, an equitable share of financial assistance and federal representation for Wilmingtonians.

Members The Committee shall be led by two co-chairs: the Mayor (or his or her designee) and the President of City Council (or his or her designee). Recognizing the benefit of inclusion of a range of stakeholders, the Committee shall also be composed, generally, of the following members:

1. Department representatives from relevant City departments
2. Elected officials
3. Representatives of faith-based organizations
4. Representatives from local institutions of higher education
5. Representatives from area school districts
6. Representatives from the nonprofit and community service sector
7. Representatives from City-based business enterprises
8. State Complete Count Committee representative

It shall be the prerogative of the Committee's chairs to add additional members at any time should, through their determination, such additions be of benefit to the mission of the Committee. For the purposes of this Section, a quorum shall consist of at least two thirds of the members of the Committee.

Responsibilities The Committee shall be responsible for the following activities between the date of establishment and the conclusion of the 2020 Census process when declared by Census officials:

1. To establish and maintain an ongoing connection with local representatives and officials with the United States Census Bureau, for the purpose of being updated about developments at the federal level and to be kept apprised of needs with which the Committee could assist
2. To devise a plan for the City of Wilmington – both as a municipal government and as a community – to prepare for the 2020 Census and to assist representatives of the United States Census Bureau with the conduct of this decennial Census
3. To devise a plan for an educational campaign to help inform residents of Wilmington about the importance of this process, leveraging such tools as the City's existing communications channels, including WITN Channel 22 and the City's website
4. To take appropriate measures to ensure that the elements of the plan created by this Committee are carried out

Reports to City Council and the Public The Committee shall also be responsible for making quarterly reports to City Council by appearing at a Committee of the Whole

meeting scheduled by the President of City Council on a quarterly basis commencing on July 1, 2019 and continuing through the close of the Census process.

SECTION 2. This Ordinance shall become effective immediately upon its date of passage by the City Council and approval by the Mayor.

First Reading..... December 6, 2018
Second Reading.... December 6, 2018
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2018

Mayor

SYNOPSIS: This Ordinance establishes a Census 2020 Complete Count Committee for the purpose of mobilizing and leveraging personnel and resources both internal and external to City government, in order to provide assistance to the representatives of the United States Census Bureau in the conduct of the decennial census. The intent of establishing this committee is to assure an accurate census count – and consequentially, an equitable share of financial assistance and federal and state representation for Wilmingtonians

FISCAL IMPACT STATEMENT: This Ordinance has no anticipated fiscal impact.

POLICY STATEMENT: This Ordinance is intended to follow best practices recommendations from the United States Census Bureau through the establishment of a Complete Count Committee. This approach is similar to what was codified by the City in connection with the 2000 Census as well. This Ordinance mirrors suggested language from the United States Census Bureau, and is similar to measures taken in cities, towns and communities across the country.

Wilmington, Delaware
December 13, 2018

#4609

Sponsor:

**Council
Member
Turner**

WHEREAS, Wilmington City Council has enacted Section 2-3 of the Wilmington City Code regarding the authorization and procedures for naming City streets, parks, playgrounds, plazas, buildings, facilities, statues, monuments, and other lands reserved for public use in order to commemorate a particular person and his/her special significance to the City; and

WHEREAS, Section 2-3 states that if it is proposed that a part of, or any facility within, a street or reserved land that is subject to this section be named or renamed in honor of or dedicated to any person, place or event that is different from the rest of it or that is different than that within which it is located, such naming or renaming may be done by resolution of City Council pursuant to subsection (d) of this section, while retaining the name of the rest of the street or park or other reserved land within which the park facility or object so dedicated is located; and

WHEREAS, the Matt Chittum Court, located in the William “Hicks” Anderson Community Center on the corner of 5th and Madison Streets in Wilmington, was last year named in honor of Mr. Chittum, a lifelong resident of West Center City and former basketball star; and

WHEREAS, since that renaming last year, a multitude of conversations have taken place on the topic of how to best honor those who carry special significance to the West Center City community; and

WHEREAS, those conversations have revealed the interest of the community in renaming the basketball court “West Center City Court,” honoring significant West Center City residents as well as the history and culture of this vibrant Wilmington neighborhood. This

proposed renaming has the blessing of Mr. Chittum and the Department of Parks and Recreation; and

WHEREAS, Wilmington City Council wishes to remember and honor all those who have utilized the basketball court over the years by renaming the basketball court the “West Center City Court” in honor of the former community center’s name.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON, that City Council hereby resolves to rename the indoor basketball court at the Williams “Hicks” Anderson Community Center the “West Center City Court.”

Passed by City Council,

Attest: _____
City Clerk

SYNOPSIS: This Resolution approves the renaming of the indoor basketball court at the William “Hicks” Anderson Community Center the “West Center City Court.”

**AN ORDINANCE TO AMEND CHAPTER 5 OF THE CITY CODE REGARDING
BUSINESSES**

#4610

Sponsor:

**Council
Member
McCoy**

WHEREAS, City Council has enacted Chapter 5 of the City Code setting forth requirements for businesses; and

WHEREAS, the City has an interest in protecting the safety and well-being of children within the City; and

WHEREAS, businesses in the City are currently placing tobacco products and related items in stores next to items intended for use or consumption by children; and

WHEREAS, City Council deems it proper to amend the City Code by adding Section 5-2 to require businesses that sell tobacco products and related items to place such products behind a counter in a location that is not accessible to customers unless an employee of the business intervenes;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:**

SECTION 1. Chapter 5 of the City Code is hereby amended by adding the underlined language to read as follows:

Sec. 5-3. – Businesses selling tobacco products.

(a) *Definitions.*

- (1) “Electronic smoking device” means a nonlighted, noncombustible device that employs a mechanical heating element, battery, or circuit, regardless of shape or size, to produce aerosolized or vaporized nicotine for inhalation into the body of an individual. “Electronic smoking device” includes a device that is manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, vape pen, or any other similar product with any other product name or descriptor.
- (2) “Tobacco paraphernalia” means any item traditionally intended for use with tobacco products, including any pipe, paper, or accessory.

- (3) “Tobacco product” means any product that contains tobacco, including, but not limited to, cigarettes, as defined in section 36-4(3), cigars, pipe tobacco, snuff or smokeless tobacco and is intended for human consumption or use.
- (b) Prohibited Placement. Except as otherwise specified in this section, no establishment that sells tobacco products, tobacco paraphernalia, or electronic smoking devices at retail may display, store, or place any such products, devices, or items, unless such item:
 - (1) Is not immediately accessible to customers;
 - (2) Is accessible only to the owner or operator of the business or an agent of the owner or operator; and
 - (3) Is stored, displayed, placed, or offered for sale behind a checkout counter.
- (c) Enforcement and penalties.
 - (1) Enforcement. In accordance with section 5-32(c), the commissioner of licenses and inspections in the exercise of the duties imposed upon him and acting through his deputies, shall examine establishments bound by the terms of this section to ascertain whether there is compliance with this section and is authorized to issue and collect fines pursuant to this section.
 - (2) Penalty. Any person who violates this section is subject to a civil fine of not more than: one hundred dollars (\$100) for the first violation; two hundred dollars (\$200) for the second violation; three hundred dollars (\$300) for the third violation; and four hundred dollars (\$400) for subsequent violations.

SECTION 2. This Ordinance shall become effective on April 10, 2019 upon its passage by City Council and approval by the Mayor.

First Reading..... December 13, 2018
 Second Reading..... December 13, 2018
 Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
 City Clerk

Approved this ____ day of _____, 2019.

Mayor

SYNOPSIS: This Ordinance amends Chapter 5 of the City Code requiring businesses that sell tobacco products, electronic smoking devices, or tobacco paraphernalia to place such items behind a counter in an area that is not accessible to customers without the intervention of an employee of the business so as not to be placed within the reach of children.

FISCAL IMPACT STATEMENT: This Ordinance has no anticipated fiscal impact.

AN ORDINANCE CONSTITUTING AMENDMENT NO. 1 TO THE FISCAL YEAR 2019 OPERATING BUDGET (BEING AN ORDINANCE TO AMEND SUBSTITUTE NO. 1 TO ORDINANCE NO. 18-011)

#4607

Sponsor:

**Council
Member
Freel**

Co-Sponsor:

**Council
President
Shabazz**

WHEREAS, the Council of the City of Wilmington has enacted Substitute No. 1 to Ordinance No.18-011, the Annual Operating Budget for Fiscal Year 2019; and

WHEREAS, the Council deems it necessary and appropriate to amend the position allocation lists for the Mayor's Office, the Department of Human Resources, the Police Department, and the Department of Public Works, and also to amend the executive and managerial salary structure matrix, in accordance herewith, the provisions hereof having been reviewed by the Administrative Board prior to passage of this Ordinance; and

WHEREAS, the Council deems it necessary and appropriate to increase the Law Department General Fund Materials, Supplies, and Equipment account group budget appropriation by \$145,000 to pay for a contract with a local law firm to provide an attorney dedicated exclusively to City Council; and

WHEREAS, the Council deems it necessary and appropriate to increase the Department of Human Resources General Fund Materials, Supplies, and Equipment account group budget appropriation by \$50,000 to pay for internal investigations; and

WHEREAS, the Council deems it necessary and appropriate to increase the Department of Human Resources Internal Service Personal Services account group budget appropriation by \$51,000 to partially fund two new positions; and

WHEREAS, the Council deems it necessary and appropriate to increase the Police Department Special Fund Personal Services account group budget appropriation by \$91,544 to pay for an increase in authorized strength of one police officer to provide a School Resource Officer for the Douglass School; and

WHEREAS, the Council deems it necessary and appropriate to increase the Department of Public Works General Fund Materials, Supplies, and Equipment account group budget appropriation by \$200,000 to pay for consultants to assist the City with the 5G and small cell wireless infrastructure deployment in the City; and

WHEREAS, the Council deems it necessary and appropriate to increase the Fire Department General Fund Materials, Supplies, and Equipment account group budget appropriation by \$125,000 to pay for the replacement of aging and obsolete physical fitness equipment in various fire stations; and

WHEREAS, the Council deems it necessary and appropriate to authorize a transfer of \$500,000 from the Tax Stabilization Reserve to the Housing Opportunities Fund to support the redevelopment of existing housing stock; and

WHEREAS, in consideration of the foregoing, the Council deems it necessary and appropriate to amend the Annual Operating Budget for Fiscal Year 2019 as set forth herein.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. The position allocation list for the Mayor’s Office for Fiscal Year 2019 is hereby amended by making the following changes identified on “Attachment A”:

1. In the Internal Service Fund, reclassify the position of “Application Support Specialist I” from grade “R” to grade “P”.
2. In the Internal Service Fund, reclassify the position of Network Technician from grade “P” to grade “R”.

SECTION 2. The position allocation list for the Department of Human Resources for Fiscal Year 2019 is hereby amended by making the following changes identified on

“Attachment A”:

1. In the General Fund, delete the position of “Director of Labor Relations/Classifications” at grade “M07”.
2. In the General Fund, delete the position of “Payroll Manager” at grade “M06”.
3. In the General Fund, delete two positions of “Payroll Specialist” at grade “J.”
4. In the General Fund, reclassify the position of “Human Resources Information and Systems Analyst” from grade “Q” to grade “P”.
5. In the General Fund, reclassify the position of Human Resources Information Systems Administrator from grade “S” to grade “T”.
6. In the General Fund, add the position of “Director of Employment Services” at grade “M07”.
7. In the General Fund, add the position of “Compliance Specialist” at grade “P”.
8. In the General Fund, add the position of “Employee Engagement Administrator” at grade “O”.
9. In the General Fund and the Internal Service Fund (split 55% in the General Fund and 45% in the Internal Service Fund), add the position of “Deputy Director of Human Resources” at grade “E08”.
10. In the General Fund and the Internal Service Fund (split 50% in the General Fund and 50% in the Internal Service Fund), add the position of “Retirement Specialist” at grade “N”.

SECTION 3. The position allocation list for the Police Department for Fiscal Year 2019 is hereby amended by making the following changes identified on “Attachment A”:

1. In the General Fund, delete the position of “Administrative Assistant I” at grade “E-01”.
2. In the General Fund, add the position of “Police Policy and Communications Director” at grade “E-06”.
3. In the Special Fund, add one position of “Patrol Officer”, thereby increasing the Police Department’s authorized strength from 314 to 315.

SECTION 4. The position allocation list for the Department of Public Works for Fiscal Year 2019 is hereby amended by making the following changes identified on “Attachment A”:

1. In the General Fund, reclassify the position of “CADD/GIS Engineering Coordinator” from grade “N” to grade “Q”.
2. In the General Fund, reclassify the position of “Assistant Building Services Manager” from grade “K” to grade “N”.

SECTION 5. The following financial program is hereby adopted for Fiscal Year 2019, and appropriations are hereby made from the various operating and special funds to the Council, the Mayor, and all offices, departments, boards, and commissions, as indicated in the following sections.

SECTION 6. Appropriations in the sum of \$176,681,892 are hereby made from a general fund, as follows:

TO THE MAYOR:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$3,684,531	\$67,555	\$3,752,086
Materials, Supplies, and Equipment	2,501,643	0	2,501,643
Special Purpose	0	0	0
Debt Service	3,960,131	0	3,960,131
Total	\$10,146,305	\$67,555	\$10,213,860

TO THE MAYOR FOR THE WILMINGTON ARTS COMMISSION:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Special Purpose	\$0	\$0	\$0
Total	\$0	\$0	\$0

TO THE DIRECTOR OF THE OFFICE OF MANAGEMENT AND BUDGET - CONTINGENCIES:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Contingent Reserves	\$500,000	\$0	\$500,000
Total	\$500,000	\$0	\$500,000

The Director of the Office of Management and Budget is authorized to transfer to each office, department, board, or commission such portions of the Contingent Reserves that will be sufficient to pay for unanticipated budgetary expenses.

TO THE DIRECTOR OF THE OFFICE OF MANAGEMENT AND BUDGET - SNOW AND WEATHER EMERGENCIES:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Snow and Weather Emergencies	\$172,000	\$0	\$172,000
Total	\$172,000	\$0	\$172,000

The Director of the Office of Management and Budget is authorized to transfer to each office, department, board, or commission such portions of the foregoing sum that, taken with amounts otherwise available to each such office, department, board, or

commission, will be sufficient to pay for the contractual cost, overtime cost, materials, supplies, and equipment cost of emergency snow removal and weather emergencies.

TO THE PLANNING DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,067,491	\$51,955	\$1,119,446
Materials, Supplies, and Equipment	421,314	0	421,314
Special Purpose	0	0	0
Debt Service	216,657	0	216,657
Total	\$1,705,462	\$51,955	\$1,757,417

TO THE CITY COUNCIL:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,516,457	\$893,926	\$2,410,383
Materials, Supplies, and Equipment	719,486	457,503	1,176,989
Special Purpose	19,000	0	19,000
Debt Service	720	29,030	29,750
Total	\$2,255,663	\$1,380,459	\$3,636,122

TO THE CITY TREASURER:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$349,206	\$479,967	\$829,173
Materials, Supplies, and Equipment	198,768	4,607,454	4,806,222
Total	\$547,974	\$5,087,421	\$5,635,395

TO THE AUDITING DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$621,782	\$0	\$621,782
Materials, Supplies, and Equipment	325,074	0	325,074
Total	\$946,856	\$0	\$946,856

TO THE LAW DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,035,349	\$0	\$2,035,349
Materials, Supplies, and Equipment	969,469	0	\$969,469
Total	\$3,004,818	\$0	\$3,004,818

TO THE FINANCE DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$5,293,734	\$0	\$5,293,734
Materials, Supplies, and Equipment	4,715,067	0	\$4,715,067
Program and Activities	0	0	\$0
Debt Service	85,848	0	\$85,848
Total	\$10,094,649	\$0	\$10,094,649

TO THE DIRECTOR OF FINANCE - BUDGET RESERVE ACCOUNT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Debt Service	\$0	\$0	\$0
Total	\$0	\$0	\$0

The Director of Finance is authorized to transfer the above amount into the Budget Reserve Account as the FY 2019 contribution, in conformance with Wilm. C. Ch. 2, Art. V, Div. 2. No transfer from this account to any annual operating budget accounts of any office, department, board, or commission shall be made except upon approval of an ordinance passed by a two-thirds majority vote of the President and all members of Council.

TO THE DEPARTMENT OF COMMERCE

	<u>City</u>	<u>Special</u>	<u>Total</u>
Debt Service	\$910,954	\$0	\$910,954
Total	\$910,954	\$0	\$910,954

TO THE HUMAN RESOURCES DEPARTMENT

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,550,117	\$0	\$1,550,117
Materials, Supplies, and Equipment	837,163	0	837,163
Debt Service	20,258	0	20,258
Total	\$2,407,538	\$0	\$2,407,538

TO THE DEPARTMENT OF LICENSES AND INSPECTIONS (L&I):

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$4,075,548	\$0	\$4,075,548
Materials, Supplies, and Equipment	1,543,217	0	1,543,217
Debt Service	5,053	0	5,053
Programs and Activities	0	0	0
Total	\$5,623,818	\$0	\$5,623,818

TO THE DEPARTMENT OF L&I FOR ANIMAL CONTROL:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Special Purpose	\$300,000	\$0	\$300,000
Total	\$300,000	\$0	\$300,000

DEPARTMENT OF L&I TOTAL	\$5,923,818	\$0	\$5,923,818
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TO THE DEPARTMENT OF PARKS AND RECREATION:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$4,507,177	\$565,962	\$5,073,139
Materials, Supplies, and Equipment	2,807,135	900,809	3,707,944
Debt Service	1,911,759	0	1,911,759
Programs and Activities	0	0	0
Total	\$9,226,071	\$1,466,771	\$10,692,842

TO THE FIRE DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$21,756,142	\$0	\$21,756,142
Materials, Supplies, and Equipment	3,259,342	201,369	3,460,711
Debt Service	1,381,947	0	1,381,947
Programs and Activities	0	0	0
Total	\$26,397,431	\$201,369	\$26,598,800

TO THE POLICE DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$51,892,871	\$627,310	\$52,520,181
Materials, Supplies, and Equipment	8,262,817	0	8,262,817
Debt Service	312,357	0	312,357
Programs and Activities	0	0	0
Total	\$60,468,045	\$627,310	\$61,095,355

TO THE DEPARTMENT OF PUBLIC WORKS:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$9,652,032	\$0	\$9,652,032
Materials, Supplies, and Equipment	11,706,372	1,070,165	12,776,537
Debt Service	4,986,551	0	4,986,551
Programs and Activities	0	0	0
Total	\$26,344,955	\$1,070,165	\$27,415,120

**TO THE DEPARTMENT OF PUBLIC WORKS-
THE BOARD OF EXAMINING ENGINEERS:**

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$0	\$0	\$0
Materials, Supplies, and Equipment	0	0	0
Total	\$0	\$0	\$0

TO THE DEPARTMENT OF REAL ESTATE AND HOUSING:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$157,772	\$971,120	\$1,128,892
Materials, Supplies, and Equipment	750,517	137,900	888,417
Debt Service	858,173	0	858,173
Programs and Activities	0	2,800,866	2,800,866
Pass-Through	0	0	0
Total	\$1,766,462	\$3,909,886	\$5,676,348

SECTION 7. The Director of Finance is authorized upon transfer of any function from one office, department, board, or commission to another office, department, board, or commission to transfer to the successor office, department, board, or commission those portions that pertain to the function transferred.

SECTION 8. Whenever, pursuant to the provisions of Section 8-401 of the Charter, employees of any office, department, board, or commission are used by another office, department, board, or commission, the compensation of such employees for the period of such use may, at the discretion of the Director of Finance, be charged against the applicable appropriations to the using office, department, board, or commission.

SECTION 9. Appropriations in the sum of \$75,449,620 are hereby made from the Water/Sewer Fund as follows:

TO THE DEPARTMENT OF FINANCE - WATER/SEWER BILLING:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,464,088	\$0	\$2,464,088
Materials, Supplies, and Equipment	3,248,334	0	3,248,334
Debt Service	44,655	0	44,655
Total	\$5,757,077	\$0	\$5,757,077

TO THE AUDITING DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Materials, Supplies, and Equipment	\$73,423	\$0	\$73,423
Total	\$73,423	\$0	\$73,423

TO THE DIRECTOR OF FINANCE - SALARY ADJUSTMENT/ATTRITION:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Salary Adjustment	\$0	\$0	\$0
Total	\$0	\$0	\$0

The Director of Finance is authorized to transfer to each office or department such portions of the foregoing sum as will be sufficient to pay for personal services increases authorized by Council action, and to transfer from each department in which a vacancy occurs funds in an amount equal to the unexpended personal services balance for such unfilled position.

TO THE DEPARTMENT OF PUBLIC WORKS:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$8,912,701	\$0	\$8,912,701
Materials, Supplies, and Equipment	53,460,653	0	53,460,653
Debt Service	7,245,766	0	7,245,766
Total	\$69,619,120	\$0	\$69,619,120

SECTION 10. Appropriations in the sum of \$48,480,097 are made from the Intragovernmental Service Fund as follows:

TO THE MAYOR:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,069,613	\$0	\$2,069,613
Materials, Supplies, and Equipment	7,168,197	0	7,168,197
Debt Service	75,049	0	75,049
Total	\$9,312,859	\$0	\$9,312,859

TO THE FINANCE DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$0	\$0	\$0
Materials, Supplies, and Equipment	0	0	0
Debt Service	0	0	0
Total	\$0	\$0	\$0

TO THE DEPARTMENT OF PUBLIC WORKS:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$0	\$0	\$0
Materials, Supplies, and Equipment	7,439,187	0	7,439,187
Debt Service	177,957	0	177,957
Total	\$7,617,144	\$0	\$7,617,144

TO THE HUMAN RESOURCES DEPARTMENT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,157,101	\$0	\$1,157,101
Materials, Supplies, and Equipment	4,786,156	0	4,786,156
Special Purpose	25,606,837	0	25,606,837
Total	\$31,550,094	\$0	\$31,550,094

TO THE DIRECTOR OF HUMAN RESOURCES - RISK MNGT /ENVIRONMENTAL LIABILITY RESERVE ACCOUNT:

	<u>City</u>	<u>Special</u>	<u>Total</u>
Risk Mgt./Environmental Acct.	\$0	\$0	\$0
Total	\$0	\$0	\$0

The Director of Finance is authorized to transfer the above amount to the Human Resources Department in its Risk Management/Environmental Liability Reserve Account as the FY 2019 contribution in conformity with the provisions of Wilm. C. Ch. 2, Section 2-381, as amended. The account shall be maintained in a manner sufficient to permit it to accrue through accumulation of principal and interest and the balance shall be carried forward from one fiscal year to the next. The account shall be accessed and transfers shall

be authorized only for purposes of the City meeting an obligation arising out of liability on the part of City government.

The personal services, materials, supplies, and equipment provided for herein shall be allocated among and paid for by the departments receiving intragovernmental services. The Director of Finance is hereby authorized to transfer funds from the accounts of departments using such intragovernmental services and to adjust upwards the appropriations contained herein for intragovernmental services so long as appropriated funds are available to pay for such services. The appropriations made herein shall be wholly payable from the appropriations for materials, supplies, and equipment made to departments receiving intragovernmental services and the limitations of Wilmington Charter Section 2-300(6) shall not apply.

Appropriations to the Human Resources Department include ongoing funding of the Risk Management Program, pursuant to the provisions of Wilm. C., Ch. 2, Art. VI, Div. 5.

SECTION 11. Appropriations in the sum of \$13,862,891 not subject to the limitations of Wilmington Charter Section 2-300(6), are included in the appropriations of Sections 2, 5, and 6, under the heading "Special". These appropriations of special funds are made contingent upon the receipt of funds and shall be utilized in the manner prescribed by the statutes, ordinances, regulations, resolutions, and/or grants from which they derive. In the event new funds are received or funds are received in greater or lesser amounts than appropriated above, spending shall be adjusted upward or downward in accordance with the funds available. In no event shall spending of the special funds herein provided for exceed the amounts actually received or otherwise made available.

SECTION 12. Except as otherwise provided by this ordinance, special funds,

heretofore established pursuant to any ordinances, statutes, resolutions, and/or grants shall continue to be utilized in Fiscal Year 2019 for the purpose and in the manner prescribed by such ordinances, statutes, resolutions, and/or grants to the extent that they are consistent with the provisions of the Wilmington Home Rule Charter.

When, under the Charter, an appropriation is a prerequisite to the payment of money from such special funds, this section shall be construed as an appropriation of the full proceeds of such funds for the purposes heretofore authorized by such ordinances, statutes, resolutions and/or grants.

SECTION 13. The amounts herein appropriated for materials, supplies, and equipment shall be deemed to be available for encumbrance upon the effective date of this ordinance, to the extent necessary to facilitate the operations of the various offices, departments, boards, and commissions for Fiscal Year 2019, provided that no services shall be rendered prior to July 1, 2018, and no materials, supplies, and equipment acquired shall be used in Fiscal Year 2018, except to the extent required to prepare for Fiscal Year 2019 operations.

SECTION 14. Use of CATV Fund Balance. As of June 30, 2017, the CATV Fund balance has accrued a total fund balance of \$1,853,868. \$250,000 of the CATV Fund Balance shall be appropriated in Fiscal Year 2019 within the CATV Fund as follows:

- a. Personal Services: \$50,000
- b. Material, Supplies & Equipment: \$200,000

SECTION 15. A. Position Allocation. Attachment "A" hereto sets forth the positions authorized to be filled between July 1, 2018 and June 30, 2019. Pursuant to Section 40-36 of the City Code, any previously existing classifications and allocation of

classifications are hereby abolished. Hereinafter, no additional positions shall be created or allocated without review and approval by the Administrative Board and designation by ordinance of the City Council, except that nothing in this ordinance shall preclude the hiring and payment of employees filling positions where monies other than those appropriated by this ordinance are available.

B. Executive and Managerial Salary Program and Salary Review Matrix.

Attachment "B" hereto sets forth for Fiscal Year 2019 the positions that are in the executive and management salary program, the salary review matrix, and the declared maximum salary rates for Department Heads, pursuant to the provisions of Section 40-221 of the City Code, as amended by Substitute No. 1 to Ordinance No. 04-010.

C. Non-Union Employee Salaries. Attachment "C" hereto sets forth the Non-Union Salaries and the Grades and Steps for the same for Fiscal Year 2019.

SECTION 16. All unencumbered balances on hand as of July 1, 2019, held by any office, department, board, or commission named in Sections 2, 5, and 6 of this ordinance shall revert to the City of Wilmington Current Account.

SECTION 17. Use of the Tax Stabilization Reserve. A transfer of \$500,000 from the General Fund Tax Stabilization Reserve to the Housing Opportunities Fund (also known as Housing Strategic Fund) is authorized to support the redevelopment of existing housing stock.

SECTION 18. Effective Date. This Ordinance shall be deemed effective as of its date of passage by City Council and approval by the Mayor.

First Reading.....December 6, 2018
Second Reading.....December 6, 2018
Third Reading

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____ 2018.

Mayor

SYNOPSIS AND FISCAL IMPACT: This Ordinance is the first amendment to the Fiscal Year 2019 Operating Budget Ordinance. It contains: 1) changes to the position allocation list for the Mayor’s Office, the Department of Human Resources, the Police Department, and the Department of Public Works; 2) increased budget appropriations for the Law Department, the Department of Human Resources, the Department of Public Works, the Fire Department, and the Police Department; and 3) a transfer of \$500,000 from the Tax Stabilization Reserve to the Housing Opportunities Fund to support the redevelopment of existing housing stock.

First, the amendment amends the Fiscal Year 2019 position allocation list (the “PAL”) by making certain changes in the Mayor’s Office, the Department of Human Resources, the Police Department, and the Department of Public Works including: 1) two reclassifications in the Mayor’s Office, 2) four deletions, five additions, and two reclassifications in the Department of Human Resources; 3) one deletion and two additions in the Police Department; and 4) two reclassifications in the Department of Public Works. Overall, the PAL has a total net increase of two (2.00) Fulltime Equivalent (“FTE”) positions across all funds, including an increase in the authorized strength of the Police Department for a Police School Resource Office for the Douglass School. There is an increase of 0.05 FTE, 0.95 FTE, and 1.00 FTE in the General, Internal Service, and Special Funds, respectively.

Second, the amendment also increases the Fiscal Year 2019 budget appropriations as follows: 1) the total General Fund budget appropriation is increased by \$520,000; 2) the

total Intragovernmental Service Fund (also known as Internal Service Fund) budget appropriation is increased by \$51,000; and 3) the total Special Fund operating budget appropriation is increased by \$91,544. The increase in the General Fund and Internal Service Fund appropriations will be funded from the projected \$2.6 million year-end operating surplus. The Special Fund appropriation will be funded by the Douglass School to support a Police School Resource Officer to be assigned there.

Finally, the amendment authorizes a transfer of \$500,000 from the Tax Stabilization Reserve to the Housing Opportunities Fund to support the redevelopment of existing housing stock.

W0103219

ATTACHMENT A

AMENDMENT #1

Fiscal Year 2019
DEPARTMENTAL POSITION ALLOCATION LIST

Fund: General

Department: Mayor's Office

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Mayor	1.00	Ext	1.00	0.00
Mayor's Chief of Staff	1.00	E 11	1.00	0.00
Deputy Chief of Staff for Fiscal and Management Operations	1.00	E 10	1.00	0.00
Deputy Chief of Staff for Policy and Communications	1.00	E 10	1.00	0.00
Director of Economic Development	1.00	E 09	1.00	0.00
Deputy Director of Economic Development	1.00	E 07	1.00	0.00
Emergency Management Director	1.00	E 07	0.50	0.50
Special Assistant to the Mayor for Employment Initiatives	1.00	E 07	1.00	0.00
Director of Cultural Affairs	1.00	E 06	1.00	0.00
Policy Analyst	1.00	E 06	1.00	0.00
Best Practices/Innovation Specialist	1.00	E 05	1.00	0.00
Director of Constituent Services	1.00	E 05	1.00	0.00
Arts & Cultural Outreach Specialist	1.00	E 04	1.00	0.00
Digital and Social Media Manager	1.00	E 04	1.00	0.00
Economic Development Project Manager I	1.00	E 04	1.00	0.00
Office Manager/Administrative Assistant	1.00	E 04	1.00	0.00
Marketing and Special Projects Coordinator	1.00	E 04	1.00	0.00
Special Assistant	1.00	E 04	1.00	0.00
Special Assistant for Community Engagement	1.00	E 04	1.00	0.00
Communications Specialist	1.00	E 03	1.00	0.00
Community Referral Specialist	1.00	E 03	1.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Constituent Services Officer	2.00	E 02	2.00	0.00
Mayor's Office Receptionist	1.00	E 01	1.00	0.00
Budget Director	1.00	M 08	1.00	0.00
Small and Minority Business Development Manager	1.00	M 05	1.00	0.00
Senior Analyst/Systems Coordinator	1.00	T	1.00	0.00
Senior Analyst	1.00	S	1.00	0.00
Budget Analyst II	2.00	R	2.00	0.00
Civil Appeals Administrator	1.00	N	1.00	0.00
Constituent Services Project Specialist	1.00	N	1.00	0.00
Constituent Services Representative	1.00	G	1.00	0.00
DEPARTMENT TOTAL	34.00		33.50	0.50

Fund: Internal Service
Department: Mayor's Office
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Integrated Technologies	1.00	M 07	1.00	0.00
Webmaster	1.00	M 02	1.00	0.00
Application Support Specialist II	2.00	T	2.00	0.00
Mapping & Graphics Manager	1.00	S	1.00	0.00
Information Systems Administrator	1.00	S	1.00	0.00
Network Technician	1.00	R	1.00	0.00
Information Help Desk Coordinator	1.00	P	1.00	0.00
Application Support Specialist I	1.00	P	1.00	0.00
Information Desktop Engineer	1.00	O	1.00	0.00
Information Help Desk Engineer	3.00	O	3.00	0.00
Information Analyst I	1.00	N	1.00	0.00
Telephony Analyst	1.00	N	1.00	0.00
IT Office Coordinator	1.00	M	1.00	0.00
Mapping Technician II	1.00	L	1.00	0.00
Communications Assistant	1.00	G	1.00	0.00
Document Management Technician	2.00	G	2.00	0.00
IT Support Services Technician	1.00	D	1.00	0.00
DEPARTMENT TOTAL	21.00		21.00	0.00

Fund: General
Department: Planning
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Planning and Development	1.00	E 08	1.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Planning Manager	1.00	M 07	1.00	0.00
Planning Grants Coordinator	1.00	M 05	1.00	0.00
Senior Planner Design & Review	1.00	S	1.00	0.00
Senior Planner II	1.00	R	1.00	0.00
Planner II	3.00	Q	2.55	0.45
Planner I	1.00	N	1.00	0.00
DEPARTMENT TOTAL	10.00		9.55	0.45

Fund: General
Department: City Council
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
President of City Council	1.00	Ext	1.00	0.00
Finance Chairman	1.00	Ext	1.00	0.00
President Pro Tempore	1.00	Ext	1.00	0.00
Council Members	10.00	Ext	10.00	0.00
Chief Financial Officer & Policy Advisor	1.00	Ext	0.95	0.05
Chief of Staff	1.00	Ext	0.75	0.25
Chief Strategist/Deputy Chief of Staff	1.00	Ext	1.00	0.00
City Clerk	1.00	Ext	1.00	0.00
Deputy Station Manager	1.00	Ext	0.00	1.00
Digital & Media Content Producer	1.00	Ext	0.00	1.00
Digital Media & Web Content Coordinator	1.00	Ext	0.00	1.00
Executive Administrative Assistant	1.00	Ext	1.00	0.00
Legislative & Policy Analyst	1.00	Ext	1.00	0.00
Legislative Administrative Assistant	1.00	Ext	0.50	0.50
Legislative Administrative Assistant/Deputy City Clerk	1.00	Ext	1.00	0.00
Producer	2.00	Ext	0.00	2.00
Senior Producer/On-Air Talent	1.00	Ext	0.00	1.00
Senior Producer/Technical Advisor	1.00	Ext	0.00	1.00
Station Manager-WITN	1.00	Ext	0.00	1.00
DEPARTMENT TOTAL	29.00		20.20	8.80

Fund: General
Department: City Treasurer
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Treasurer	1.00	Ext	0.50	0.50
Deputy Treasurer	1.00	Ext	0.50	0.50
Administrative Assistant to the City Treasurer	1.00	Ext	0.50	0.50
Pension Manager	1.00	Ext	0.00	1.00
Debt Manager/System Coordinator	1.00	Ext	0.50	0.50
Senior Treasury Analyst	2.00	Q	1.00	1.00
DEPARTMENT TOTAL	7.00		3.00	4.00

Fund: General
Department: City Auditor
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Auditor	1.00	E 08	1.00	0.00
Auditing Manager	1.00	M 06	1.00	0.00
Senior Auditor	3.00	S	3.00	0.00
DEPARTMENT TOTAL	5.00		5.00	0.00

Fund: General
Department: Law
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Solicitor	1.00	E 10	1.00	0.00
Deputy City Solicitor	1.00	E 09	1.00	0.00
Senior Assistant City Solicitor	3.00	E 08	3.00	0.00
Assistant City Solicitor	5.00	E 07	5.00	0.00
Legal Office Administrator	1.00	M 04	1.00	0.00
Litigation Assistant	1.00	P	1.00	0.00
Real Estate Legal Coordinator	1.00	P	1.00	0.00
Legal Assistant II	1.00	O	1.00	0.00
Nuisance Property Administrator	1.00	N	1.00	0.00
Legal Assistant I	2.00	M	2.00	0.00
DEPARTMENT TOTAL	17.00		17.00	0.00

Fund: General
Department: Finance
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.60	E 08	0.60	0.00
Administrative Assistant II	0.75	E 02	0.75	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Procurement Manager	1.00	M 06	1.00	0.00
Revenue Manager	0.65	M 06	0.65	0.00
Tax Manager	1.00	M 06	1.00	0.00
Accounting Manager	0.65	M 05	0.65	0.00
Customer Service Manager	0.50	M 05	0.50	0.00
Senior Financial Analyst	0.80	M 05	0.80	0.00
Billing Manager	0.20	T	0.20	0.00
Revenue Supervisor	0.50	T	0.50	0.00
Tax Supervisor	1.00	T	1.00	0.00
Delinquent Accounts Supervisor	0.50	S	0.50	0.00
Grant Coordinator	0.75	S	0.75	0.00
Parking Services Supervisor	1.00	S	1.00	0.00
Assistant Tax Supervisor	1.00	R	1.00	0.00
Grant Accountant	0.75	R	0.75	0.00
Revenue Audit Agent	2.00	R	2.00	0.00
Senior Accountant	1.50	R	1.50	0.00
Sheriff Sale Administrator	0.10	R	0.10	0.00
Real Estate Coordinator	1.00	Q	1.00	0.00
Purchasing Agent II	2.00	P	2.00	0.00
Staff Accountant	0.50	O	0.50	0.00
Assistant Central Cashiering Supervisor	0.50	N	0.50	0.00
Customer Service Consultant	0.20	N	0.20	0.00
Accounts Payable Coordinator	0.50	M	0.50	0.00
Assistant Revenue Audit Agent	1.00	M	1.00	0.00
Senior EIT Agent	2.00	M	2.00	0.00
Delinquent Accounts Agent	1.50	L	1.50	0.00
EIT Agent	4.00	L	4.00	0.00
Settlement Clerk	0.20	L	0.20	0.00
Purchasing Technician	1.00	J	1.00	0.00
Customer Service Representative II	3.50	I	3.50	0.00
Senior Parking Regulations Enforcement Officer	1.00	I	1.00	0.00
Assistant EIT Agent	1.00	H	1.00	0.00
Account Entry Clerk	3.50	G	3.50	0.00
Administrative Clerk I	3.50	G	3.50	0.00
Scofflaw Enforcer	2.00	G	2.00	0.00
Account Clerk III	0.50	F	0.50	0.00
Parking Regulations Enforcement Officer	13.00	F	13.00	0.00
DEPARTMENT TOTAL	58.65		58.65	0.00

Fund: Water and Sewer
Department: Finance
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.40	E 08	0.40	0.00
Administrative Assistant II	0.25	E 02	0.25	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Revenue Manager	0.35	M 06	0.35	0.00
Accounting Manager	0.35	M 05	0.35	0.00
Customer Service Manager	0.50	M 05	0.50	0.00
Senior Financial Analyst	0.20	M 05	0.20	0.00
Billing Manager	0.80	T	0.80	0.00
Revenue Supervisor	0.50	T	0.50	0.00
Delinquent Accounts Supervisor	0.50	S	0.50	0.00
Grant Coordinator	0.25	S	0.25	0.00
Grant Accountant	0.25	R	0.25	0.00
Senior Accountant	0.50	R	0.50	0.00
Sheriff Sale Administrator	0.90	R	0.90	0.00
Billing Analyst	3.00	Q	3.00	0.00
Staff Accountant	1.50	O	1.50	0.00
Assistant Central Cashiering Supervisor	0.50	N	0.50	0.00
Customer Service Consultant	2.80	N	2.80	0.00
Accounts Payable Coordinator	0.50	M	0.50	0.00
Delinquent Accounts Agent	1.50	L	1.50	0.00
Settlement Clerk	0.80	L	0.80	0.00
Meter Reader Services Coordinator	1.00	K	1.00	0.00
Customer Service Representative II	3.50	I	3.50	0.00
Delinquent Accounts Officer	1.00	H	1.00	0.00
Account Entry Clerk	0.50	G	0.50	0.00
Administrative Clerk I	0.50	G	0.50	0.00
Account Clerk III	0.50	F	0.50	0.00
Meter Reader	1.00	E	1.00	0.00
DEPARTMENT TOTAL	25.35		25.35	0.00

Fund: General
Department: Human Resources
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Human Resources	0.55	E 09	0.55	0.00
Deputy Director of Human Resources	0.55	E 08	0.55	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Director of Employment Services	1.00	M 07	1.00	0.00
Human Resources Administrator	3.00	M 04	3.00	0.00
Human Resources Information Systems Administrator	1.00	T	1.00	0.00
Compliance Specialist	1.00	P	1.00	0.00
Human Resources Information and Systems Analyst	1.00	P	1.00	0.00
Employee Engagement Administrator	1.00	O	1.00	0.00
Human Resources Compensation and Research Technician	1.00	O	1.00	0.00
Human Resources Specialist	1.00	N	1.00	0.00
Retirement Specialist	0.50	N	0.50	0.00
Human Resources Coordinator	1.00	L	1.00	0.00
Human Resources Office Assistant	1.00	G	1.00	0.00
	14.60		14.60	0.00

Fund: Internal Service
Department: Human Resources
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Human Resources	0.45	E 09	0.45	0.00
Deputy Director of Human Resources	0.45	E 08	0.45	0.00
Employee Benefits Manager	1.00	M 06	1.00	0.00
Risk Manager	1.00	M 06	1.00	0.00
Occupational Health, Safety & Loss Prevention Programs Manager	1.00	M 05	1.00	0.00
Claims Supervisor	1.00	P	1.00	0.00
Employee Benefits Administrator	1.00	P	1.00	0.00
Occupational Health Nurse	1.00	P	1.00	0.00
Risk Management Analyst	1.00	O	1.00	0.00
Employee Benefits Specialist	1.00	N	1.00	0.00
Retirement Specialist	0.50	N	0.50	0.00
Medical Dispensary Coordinator	1.00	K	1.00	0.00
DEPARTMENT TOTAL	10.40		10.40	0.00

Fund: General
Department: Licenses and Inspections
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Licenses and Inspections	1.00	E 09	1.00	0.00
Deputy Commissioner of Licenses and Inspections	1.00	E 07	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Code Enforcement Supervisor	1.00	T	1.00	0.00
Building Code Enforcement Inspector	5.00	Q	5.00	0.00
Plans Examiner	2.00	Q	2.00	0.00
Zoning Manager	1.00	Q	1.00	0.00
Mechanical Code Enforcement Inspector	1.00	Q	1.00	0.00
Code Enforcement Administrator	1.00	O	1.00	0.00
Building Permit Director	1.00	M	1.00	0.00
Business Compliance Officer	1.00	M	1.00	0.00
Code Enforcement Inspector	18.00	M	18.00	0.00
Administrative Supervisor	1.00	L	1.00	0.00
Administrative Clerk I	6.00	G	6.00	0.00
Records Clerk	1.00	C	1.00	0.00
DEPARTMENT TOTAL	42.00		42.00	0.00

Fund: General
Department: Parks and Recreation
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Parks and Recreation	1.00	E 08	1.00	0.00
Deputy Director of Parks and Recreation	1.00	E 06	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Executive Director of WHACC	1.00	M 05	1.00	0.00
Superintendent of Maintenance, Parks & Recreation	1.00	M 05	1.00	0.00
Superintendent of Recreation	1.00	M 05	1.00	0.00
Youth & Families Manager	1.00	M 05	1.00	0.00
Parks Maintenance Supervisor	2.00	M 04	2.00	0.00
Parks Financial Administrator	1.00	P	1.00	0.00
Youth & Families Program Administrator	1.00	N	1.00	0.00
Physical Activities Coordinator	1.00	M	1.00	0.00
Recreation Program Coordinator	1.00	M	1.00	0.00
Technical Landscape Foreman	1.00	M	1.00	0.00
Equipment and Transportation Assistant	1.00	K	1.00	0.00
Accounts & Program Support Coordinator	2.00	H	2.00	0.00
Labor Foreman II	3.00	H	3.00	0.00
Small Engine Mechanic	1.00	H	1.00	0.00
Maintenance Mechanic III	1.00	G	1.00	0.00
Labor Foreman I	4.00	E	4.00	0.00
Clerk II	1.00	D	1.00	0.00
Equipment Operator II	3.00	D	3.00	0.00
Nursery Technician	1.00	D	1.00	0.00
Equipment Operator I	4.00	C	4.00	0.00
General Laborer I	4.00	B	4.00	0.00
DEPARTMENT TOTAL	39.00		39.00	0.00

Fund: General
Department: Fire
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Chief of Fire	1.00	E 09	1.00	0.00
Deputy Chief	2.00	E 07	2.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Battalion Chief	10.00		10.00	0.00
Captain	11.00		11.00	0.00
Lieutenant	29.00		29.00	0.00
Firefighter	103.00		103.00	0.00
Fire Plans Reviewer	1.00	P	1.00	0.00
Executive Assistant to the Chief	1.00	N	1.00	0.00
Fiscal Administrator	1.00	K	1.00	0.00
Administrative Clerk II	1.00	H	1.00	0.00
DEPARTMENT TOTAL	161.00		161.00	0.00

Fund: General
Department: Police
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Chief of Police	1.00	E 09	1.00	0.00
Police Policy and Communications Director	1.00	E 06	1.00	0.00
Inspector	2.00		2.00	0.00
Captain	7.00		7.00	0.00
Lieutenant	11.00		11.00	0.00
Sergeant	37.00		37.00	0.00
Patrol Officer	257.00		249.00	8.00
Victim Services Supervisor	1.00	S	1.00	0.00
Bilingual Victims Case Coordinator	1.00	Q	1.00	0.00
Crime Analyst	2.00	Q	2.00	0.00
Domestic Violence Coordinator	1.00	P	1.00	0.00
Communications Supervisor	5.00	O	5.00	0.00
Property Technician	1.00	M	1.00	0.00
Records Supervisor	1.00	M	1.00	0.00
Youth Intervention Specialist	1.00	L	1.00	0.00
Fiscal Administrator	1.00	K	1.00	0.00
Senior Emergency Communications Specialist	1.00	J	1.00	0.00
Criminal Records Coordinator	1.00	I	1.00	0.00
Emergency Communications Specialist	12.00	I	12.00	0.00
Information Input Specialist	1.00	I	1.00	0.00
Administrative Clerk II	1.00	H	1.00	0.00
Emergency Call Operator	15.00	H	15.00	0.00
Administrative Clerk I	1.00	G	1.00	0.00
Communications and Data Specialist	7.00	G	7.00	0.00
Document Management Technician	1.00	G	1.00	0.00
Police Records Specialist	1.00	G	1.00	0.00
Police Reports Specialist	1.00	G	1.00	0.00
Senior Clerk	1.00	G	1.00	0.00
Vehicle Maintenance Technician	1.00	G	1.00	0.00
Teleserve Operator	5.00	F	5.00	0.00
DEPARTMENT TOTAL	379.00		371.00	8.00

Fund: General
Department: Public Works
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.25	E 09	0.25	0.00
Deputy Commissioner of Public Works	0.50	E 08	0.50	0.00
Administrative Assistant I	0.25	E 01	0.25	0.00
Director of Transportation	1.00	M 07	1.00	0.00
Administrative Services Director	0.35	M 06	0.35	0.00
City Engineer	0.45	M 06	0.45	0.00
Operations Director	1.00	M 06	1.00	0.00
Transportation Engineer	1.00	T	1.00	0.00
Contracts & Fleet Administrator	1.00	R	1.00	0.00
Building Services Manager	1.00	Q	1.00	0.00
CADD/GIS Engineering Coordinator	1.00	Q	1.00	0.00
Construction Supervisor/RCMS MGR	0.50	Q	0.50	0.00
Sanitation Manager	1.00	P	1.00	0.00
Engineering Records Coordinator	0.25	O	0.25	0.00
Street Cleaning Supervisor	1.00	O	1.00	0.00
Transportation Administrative Supervisor	1.00	O	1.00	0.00
Assistant Building Services Manager	1.00	N	1.00	0.00
Constituent Services Supervisor	0.30	M	0.30	0.00
ITMS Senior Technician	1.00	M	1.00	0.00
Traffic Maintenance Foreman	1.00	M	1.00	0.00
Assistant Sanitation Supervisor	2.00	L	2.00	0.00
Assistant Street and Sewer Maintenance Supervisor	0.20	L	0.20	0.00
Assistant Street Cleaning Supervisor	2.00	L	2.00	0.00
Administrative Coordinator	0.50	J	0.50	0.00
Purchasing Coordinator I	0.70	J	0.70	0.00
Administrative Clerk III	0.50	I	0.50	0.00
Constituent Services Assistant	1.20	I	1.20	0.00
Construction Inspector	1.00	I	1.00	0.00
Account Technician	0.50	H	0.50	0.00
Building Technician II	1.00	H	1.00	0.00
Equipment Operator V	1.20	H	1.20	0.00
Labor Foreman II	0.20	H	0.20	0.00
Signal Electrician	4.00	H	4.00	0.00
Traffic Maintenance Technician II	4.00	G	4.00	0.00
Traffic Technician II	2.00	G	2.00	0.00
Equipment Operator IV	13.20	F	13.20	0.00
Maintenance Mechanic I	1.00	E	1.00	0.00
Sanitation Driver	15.00	E	15.00	0.00
Sanitation Worker	25.00	E	25.00	0.00
Equipment Operator II	10.00	D	10.00	0.00
General Laborer II	1.00	C	1.00	0.00
General Laborer I	17.00	B	17.00	0.00
DEPARTMENT TOTAL	118.05		118.05	0.00

Fund: Water and Sewer
Department: Public Works
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.75	E 09	0.75	0.00
Deputy Commissioner of Public Works	0.50	E 08	0.50	0.00
Administrative Assistant I	0.75	E 01	0.75	0.00
Water Division Director	1.00	M 07	1.00	0.00
Administrative Services Director	0.65	M 06	0.65	0.00
Assistant Water Division Director	2.00	M 06	2.00	0.00
City Engineer	0.55	M 06	0.55	0.00
Water Quality Manager	1.00	M 05	1.00	0.00
Environmental Programs Manager	1.00	S	1.00	0.00
Civil Engineer	2.00	R	2.00	0.00
Contracts & Maintenance Supervisor	1.00	R	1.00	0.00
Forestry Programs & Operation Supervisor	1.00	R	1.00	0.00
Construction Supervisor/RCMS MGR	0.50	Q	0.50	0.00
Water Distribution Supervisor	2.00	Q	2.00	0.00
Assistant Water Distribution Supervisor	1.00	P	1.00	0.00
Water Meter Supervisor	1.00	P	1.00	0.00
Water Quality Assistant	1.00	P	1.00	0.00
Wet Weather Administrator	1.00	P	1.00	0.00
Engineering Records Coordinator	0.75	O	0.75	0.00
SCADA Technician	1.00	O	1.00	0.00
Sewer Maintenance Supervisor	1.00	O	1.00	0.00
Water Production Supervisor	2.00	O	2.00	0.00
Water Systems Supervisor	1.00	O	1.00	0.00
Constituent Services Supervisor	0.70	M	0.70	0.00
GIS Technician II	1.00	M	1.00	0.00
Water Production Maintenance Foreman	2.00	M	2.00	0.00
City Forester	1.00	N	1.00	0.00
Assistant Street and Sewer Maintenance Supervisor	0.80	L	0.80	0.00
Assistant Water Meter Supervisor	1.00	L	1.00	0.00
Water Quality Specialist	3.00	L	3.00	0.00
Chief Construction Inspector	1.00	K	1.00	0.00
Administrative Coordinator	0.50	J	0.50	0.00
GIS Technician I	1.00	J	1.00	0.00
Purchasing Coordinator I	1.30	J	1.30	0.00
Administrative Clerk III	0.50	I	0.50	0.00
Constituent Services Assistant	2.80	I	2.80	0.00
Construction Inspector	4.00	I	4.00	0.00
Account Technician	0.50	H	0.50	0.00
Equipment Operator V	1.80	H	1.80	0.00
Labor Foreman II	4.80	H	4.80	0.00

Fund: Water and Sewer (Continued)
Department: Public Works
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Plant Mechanic II	6.00	H	6.00	0.00
Plant Operator III	8.00	H	8.00	0.00
Welder	1.00	H	1.00	0.00
Equipment Operator IV	2.80	F	2.80	0.00
Maintenance Mechanic II	1.00	F	1.00	0.00
Tree Climber I	1.00	F	1.00	0.00
Equipment Operator III	1.00	E	1.00	0.00
Maintenance Mechanic I	3.00	E	3.00	0.00
Technical Maintenance Mechanic I	8.00	E	8.00	0.00
Equipment Operator II	3.00	D	3.00	0.00
General Laborer III	9.00	D	9.00	0.00
Equipment Operator I	1.00	C	1.00	0.00
General Laborer II	6.00	C	6.00	0.00
DEPARTMENT TOTAL	102.95		102.95	0.00

Fund: General
Department: Real Estate and Housing
Fiscal Year 2019

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Real Estate and Housing	1.00	E 08	0.45	0.55
Director of Rehabilitation	1.00	M 05	0.05	0.95
Senior Program Director	1.00	M 05	0.00	1.00
Acquisition & Disposition Manager	1.00	Q	0.18	0.82
Development Specialist	1.00	Q	0.46	0.54
Program Administrator	1.00	P	0.21	0.79
Financial Administrator	1.00	O	0.00	1.00
Senior Rehabilitation Specialist II	2.00	N	0.13	1.87
GIS Technician I	1.00	J	0.00	1.00
Administrative Clerk II	1.00	H	0.00	1.00
DEPARTMENT TOTAL	11.00		1.48	9.52

ATTACHMENT B

**City of Wilmington
Executive and Managerial
Position Level Salary Structure Matrix
FY 2019**

	<u>Salary Range</u> <u>07/01/18 - 06/30/19</u>	
<u>Level 1</u>	\$38,409	\$ 58,381
Administrative Assistant I Mayor's Office Receptionist		
<u>Level 2</u>	\$42,457	\$65,383
Administrative Assistant II Constituent Services Officer Webmaster		
<u>Level 3</u>	\$46,802	\$73,012
Communications Assistant Community Referral Specialist		
<u>Level 4</u>	\$51,796	\$81,837
Arts & Cultural Outreach Specialist Digital & Social Media Manager Economic Development Project Manager I Human Resources Administrator Legal Office Administrator Marketing & Special Projects Coordinator Office Manager/Administrative Assistant Parks Maintenance Supervisor Special Assistant Special Assistant for Community Engagement		
<u>Level 5</u>	\$57,302	\$91,461
Accounting Manager Best Practices/Innovation Specialist Customer Service Manager Director of Constituent Services Division Director of Rehabilitation Executive Director of WHACC Occupational Health, Safety & Loss Prevention Program Manager Planning Grants Coordinator Senior Financial Analyst Senior Program Director Small & Minority Business Development Manager Superintendent of Maintenance, Parks & Recreation Superintendent of Recreation Youth & Families Manager Water Quality Manager		

Salary Range
07/01/18 - 06/30/19

<u>Level 6</u>	\$63,914	\$102,261
<ul style="list-style-type: none"> Administrative Services Director Assistant Water Division Director Auditing Manager City Engineer Deputy Director of Parks & Recreation Director of Cultural Affairs Employee Benefits Manager Operations Director Police Policy & Communications Director Policy Analyst Principal Analyst Procurement Manager Revenue Manager Risk Manager Tax Manager 		
<u>Level 7</u>	\$68,962	\$111,027
<ul style="list-style-type: none"> Assistant City Solicitor Deputy Chief of Fire Deputy Commissioner of Licenses & Inspections Deputy Director of Economic Development Director of Employment Services Director of Integrated Technologies Director of Transportation Emergency Management Director Planning Manager Special Assistant to the Mayor for Employment Initiatives Water Division Director 		
<u>Level 8</u>	\$74,331	\$119,569
<ul style="list-style-type: none"> Budget Director City Auditor Deputy Commissioner of Public Works Deputy Director of Human Resources Deputy Finance Director Director of Parks & Recreation Director of Planning and Development Director of Real Estate & Housing Senior Assistant City Solicitor 		

	Salary Range	
	<u>07/01/18 - 06/30/19</u>	
<u>Level 9</u>	\$80,154	\$129,048
Chief of Fire		
Chief of Police*		
Commissioner of Licenses & Inspections		
Commissioner of Public Works		
Deputy City Solicitor		
Director of Economic Development		
Director of Human Resources		
<u>Level 10</u>	\$86,321	\$138,976
City Solicitor		
Deputy Chief of Staff for Fiscal and Management Operations		
Deputy Chief of Staff for Policy and Communications		
Director of Finance		
<u>Level 11</u>	\$93,174	\$150,011
Chief of Staff		

*Declared Rate for Chief of Police increased beyond salary range per Ord #17-013

Effective: 07/01/18
 Revised: 12/05/18

City of Wilmington Salary Review Matrix FY '19

	First Third	Middle Third	Top Third
Far Above Expectations	0%	0%	0%
Above Expectations	0%	0%	0%
Meets Expectations	0%	0%	0%
Below Expectations	0%	0%	0%
Far Below Expectations	0%	0%	0%

DECLARED RATES

Department Heads

FY 2019

Title	Salary
Mayor	\$130,124
Chief of Staff	\$128,182
City Treasurer	\$127,278
City Solicitor	\$127,712
Commissioner of Public Works	\$124,156
Chief of Police	\$173,460
Director of Finance	\$138,976
Director of Human Resources	\$122,665
Chief of Fire	\$122,274
Director of Economic Development	\$121,811
Commissioner of Licenses and Inspections	\$122,176
City Auditor	\$119,569
Director of Parks and Recreation	\$115,091
Director of Planning and Development	\$115,091
Director of Real Estate and Housing	\$115,091

The Declared Rate Listing states the maximum salary for each position for each fiscal year. The actual salaries may be less than the declared rates.

Revised: 05/17/18

**City of Wilmington
Fiscal Year 2018
Executive and Managerial Pay Plan**

	First Third	Second Third	Top Third
Level 1	\$38,409 - \$43,400	\$43,401 - \$53,387	\$53,388 - \$58,381
Level 2	\$42,457 - \$48,188	\$48,189 - \$59,651	\$59,652 - \$65,383
Level 3	\$46,802 - \$53,353	\$53,354 - \$66,457	\$66,458 - \$73,012
Level 4	\$51,796 - \$59,304	\$59,305 - \$74,326	\$74,327 - \$81,837
Level 5	\$57,302 - \$65,896	\$65,897 - \$83,086	\$83,087 - \$91,461
Level 6	\$63,914 - \$73,499	\$73,500 - \$92,674	\$92,675 - \$102,261
Level 7	\$68,962 - \$79,478	\$79,479 - \$100,511	\$100,512 - \$111,027
Level 8	\$74,331 - \$85,705	\$85,706 - \$108,335	\$108,336 - \$119,569
Level 9	\$80,154 - \$92,377	\$92,378 - \$116,823	\$116,824 - \$129,048
Level 10	\$86,321 - \$99,484	\$99,485 - \$125,812	\$125,813 - \$138,976
Level 11	\$93,174 - \$107,383	\$107,384 - \$135,801	\$135,802 - \$150,011

ATTACHMENT C

Non-Union Pay Scale
07/01/18 - 06/30/19

	Step I	Step II	Step III	Step IV	Step V	Step VI	Step VII
A	\$24,515	\$25,741	\$27,029	\$27,570	\$28,122	\$28,686	\$29,262
B	\$25,761	\$27,593	\$29,553	\$30,446	\$31,056	\$31,680	\$32,314
C	\$27,070	\$28,709	\$30,296	\$30,903	\$31,522	\$32,315	\$33,293
D	\$28,447	\$29,870	\$31,364	\$31,993	\$32,634	\$33,454	\$34,466
E	\$29,893	\$31,389	\$32,958	\$33,619	\$34,293	\$35,155	\$36,219
F	\$31,413	\$32,985	\$34,634	\$35,329	\$36,037	\$36,759	\$37,965
G	\$32,680	\$34,143	\$35,672	\$36,386	\$37,115	\$38,049	\$39,200
H	\$34,684	\$36,784	\$39,010	\$39,792	\$40,996	\$42,235	\$43,513
I	\$36,812	\$38,654	\$40,994	\$41,815	\$42,653	\$43,508	\$44,380
J	\$38,684	\$40,619	\$42,651	\$43,832	\$44,711	\$45,607	\$46,522
K	\$41,058	\$43,111	\$45,268	\$46,175	\$47,100	\$48,045	\$49,007
L	\$42,713	\$44,850	\$47,093	\$48,038	\$49,000	\$50,358	\$51,367
M	\$44,884	\$47,131	\$49,488	\$50,732	\$51,749	\$53,183	\$54,655
N	\$47,144	\$49,502	\$51,978	\$53,020	\$54,082	\$55,718	\$57,403
O	\$49,292	\$52,146	\$55,303	\$56,412	\$57,542	\$58,695	\$59,872
P	\$51,410	\$54,252	\$57,393	\$58,544	\$59,716	\$60,913	\$62,134
Q	\$53,889	\$56,584	\$59,415	\$60,606	\$62,130	\$63,375	\$64,645
R	\$56,487	\$59,312	\$62,280	\$63,528	\$64,802	\$66,100	\$67,425
S	\$59,062	\$62,017	\$65,119	\$66,424	\$67,756	\$69,113	\$70,499
T	\$64,703	\$69,637	\$74,949	\$76,452	\$77,984	\$79,547	\$81,141

A PROJECT ORDINANCE APPROVING AND AUTHORIZING THE FINANCING OF A PROJECT FOR THE COMMUNITY EDUCATION BUILDING CORP.; MAKING CERTAIN FINDINGS WITH RESPECT THERETO; AUTHORIZING THE ISSUANCE OF CITY OF WILMINGTON REVENUE BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$35,000,000; AND AUTHORIZING OTHER NECESSARY ACTION

#4597

Sponsor:

Council
Member
Freel

WHEREAS, the Council of the City of Wilmington (the "Council") has heretofore adopted the Wilmington Commercial, Financial Service and Industrial Development Ordinance, Wilmington City Code, Chapter 8, Article II (the "General Ordinance") to encourage and assist the financing and refinancing of the construction, acquisition, sale or lease of industrial, commercial and other facilities related to the maintenance or promotion of employment or to the redevelopment or revitalization of areas within the City of Wilmington (the "City"); and

WHEREAS, the Community Education Building Corp. (the "Borrower"), a qualified organization pursuant to Section 501(c)(3) of the Internal Revenue Code of 1986 and a Delaware non-stock corporation, has applied to the City for assistance in financing a project and related expenses (the "Project") consisting of the: (a) refinancing the City's \$24,300,000 Revenue Bonds, Series of 2014 (Community Education Building Corp. Project) (the "2014 Bonds"), together with the refinancing of certain other pieces of debt of the Borrower, the proceeds of which were used to renovate, equip, modernize, operate and convert the Bracebridge IV building located at 1200 N. French Street in Wilmington, Delaware (the "Facility"), into (i) a facility to house and operate up to four charter schools dedicated to educational activities and (ii) parking spaces for building tenants and visitors; (b) funding a debt service reserve fund; and (c) paying the costs associated with issuing the Bonds (as defined herein);

WHEREAS, this Council also desires to approve the Project, to make the above findings and determinations and to authorize the issuance and sale of the Bonds; and

WHEREAS, the City will enter into a Bond Purchase and Loan Agreement or similar agreement (the "Agreement") with the Borrower and a lender selected by the Borrower (the "Bond Purchaser") pursuant to which (i) the City will issue and sell the Bonds to the Bond Purchaser; (ii) the City will lend the proceeds of the Bonds to the Borrower; (iii) the Borrower will execute and deliver to the City a promissory note (the "Note") in the aggregate amount of the Bonds; and (iv) the City will assign to the Bond Purchaser the Note and substantially all of its rights under the Agreement to provide a source of payment for and to secure its obligations under the Bonds; and

WHEREAS, if required by the Bond Purchaser, the Borrower, to secure the Note, may execute and deliver to the Bond Purchaser as mortgagee a Mortgage and Security Agreement (the "Mortgage"), granting a mortgage lien on its interest in the Facility and a security interest in the gross revenues of the Borrower; and

WHEREAS, the obligations of the Borrower under the Agreement and the Note will be further secured by a continuing guaranty from Longwood Foundation (the "Guaranty") in favor of the City and/or the Bond Purchaser; and

WHEREAS, the Bonds will be special and limited obligations of the City, payable solely from amounts to be paid by the Borrower under the Agreement, the Note, the Guaranty and the Mortgage (if required); and

WHEREAS, the Council desires to authorize the issuance, execution and delivery of the Bonds and the execution and delivery of the other documents required to accomplish the

- (iii) maintain, diversify or expand employment promoting enterprises within the City;
- (b) The Bonds will be payable solely from revenues of the Borrower as contemplated by the General Ordinance;
- (c) The revenues from which the Bonds will be payable will be sufficient for such purpose;
- (d) The issuance of the Bonds will accomplish the public purposes contemplated by the General Ordinance;
- (e) The amount to be financed does not exceed the estimated Costs of the Project; and
- (f) The undertaking of the Project in the City is in the best interests of the City.

Based on the foregoing findings and determinations and as a substantial inducement to the Borrower to locate, remain or expand within the City, the Project is hereby approved and determined to be eligible for financing by the City as provided herein and in the General Ordinance.

SECTION 4. Authorization of the Bonds. In order to provide funds to pay a portion of the Costs of the Project, the City shall issue its Revenue Bonds (Community Education Building Corp. Project), Series 2018, in one or more series, on a tax-exempt and/or federally taxable basis, in a principal amount not exceeding \$35,000,000, which shall mature and bear interest and be in such form as shall be determined in a resolution (the "Resolution") to be adopted by the City's Bond Committee.

and interest in and to the Agreement, the Note and the Guaranty and payments thereunder. The Bond Committee may approve a different form of documentation of the transaction.

SECTION 6. Execution and Delivery of Documents. The Mayor, and the City Treasurer and the City Auditor are hereby authorized to execute (by manual or facsimile signature) and deliver, in the name of the City and on its behalf, the Bonds. The Mayor or the City Treasurer or the Director of Finance of the City is hereby authorized to execute and deliver, in the name of the City and on its behalf, the following documents and to approve the final form and substance thereof, including the dates thereof (provided that such documents are substantially in the forms approved by the City's Bond Committee with only such changes therein as shall have been approved by the City Solicitor and the City's Bond Counsel), such approvals to be conclusively evidenced by the execution thereof, and the City Clerk and Deputy Clerk are each hereby authorized to affix to all of the following documents, as well as to the Bonds, the seal or facsimile seal of the City to attest to the same by his or her manual or facsimile signature: (a) the Agreement; (b) the assignment of the Note; and (c) such other documents as the executing officers determine to be reasonable and appropriate in connection with the issuance of the Bonds or the financing of the Project. Copies of the foregoing documents, together with the other documents relating to the transactions authorized hereby, in final form as executed and delivered by the parties thereto, shall be filed in the official records of the City.

SECTION 7. Binding Effect of Covenants and Agreements. All covenants, obligations and agreements of the City set forth in this Ordinance and in the documents authorized hereby shall be deemed to be in the covenants, obligations and agreements of the City to the full extent authorized or permitted by law.

inconsistencies between provisions of this Ordinance and the General Ordinance shall not be deemed to be amendments of such General Ordinance.

SECTION 12. Effective Date. This Ordinance shall become effective upon its passage by Council and approval by the Mayor.

First Reading.....November 15, 2018
Second Reading.....November 15, 2018
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2018.

Mayor

SYNOPSIS: This Ordinance will enable the City to issue tax-exempt and/or federally taxable revenue bonds for the refinancing of a project for the Community Education Building Corp. (the "Borrower"). The Bonds will be special revenue obligations of the City, payable exclusively from payments made by the Borrower under the Agreement, the Note and the Mortgage (if required) and from available funds under the Guaranty.

Wilmington, Delaware
December 13, 2018

#4612

Sponsors:

**Council
President
Shabazz**

**Council
Members
Walsh
Freel**

Co-Sponsors:

**Council
Members
Dixon
McCoy
Williams
Oliver
Harlee**

WHEREAS, public participation in the electoral process is a vital and guiding principle of democratic governance.

WHEREAS, Section 2-101 of the City Charter and Section 2-34 of the Wilmington City Code set forth the process for filling a vacant City Council position between general election; and

WHEREAS, the City Charter requires that the City Council choose a candidate by majority vote to fill the vacant City Council position; and

WHEREAS, City Council deems a special election to fill the vacancy in the best interest of the citizens of the City of Wilmington, allowing voters to choose the best candidate able to represent their district; and

WHEREAS, a council vacancy with a remaining unexpired term exceeding 180 days from the date of the vacancy should result in a special election to elect a duly qualified successor to serve the remainder of the unexpired term; and

WHEREAS, the Delaware General Assembly has the authority to amend the City Charter by a two-thirds vote in order to require that a special election be held when a City Council position becomes vacant between general elections.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON, that the City Council encourages the Delaware General Assembly to amend the Charter of the City of Wilmington to allow for a special election in the event that a position on City Council becomes vacant between the general elections.

Passed by City Council,

Attest: _____
City Clerk

SYNOPSIS: This Resolution urges the Delaware General Assembly to enact legislation that calls for a special election to fill a Council Member vacancy exceeding 180 days from the date of the next general election and serve the remainder of unexpired vacated Council seat term.

ORDINANCE AUTHORIZING THE ISSUANCE OF THE CITY'S GENERAL OBLIGATION BOND, SERIES OF 2018-SRF, IN ORDER TO PROVIDE THE FUNDS NECESSARY FOR CAPITAL PROJECTS OF THE CITY OF WILMINGTON RELATING TO PHASE II OF THE CITY'S TRANSMISSION AND DISTRIBUTION WATER MAIN IMPROVEMENTS; PROVIDING FOR THE SALE OF THE BOND TO THE DELAWARE DRINKING WATER STATE REVOLVING FUND; AND AUTHORIZING OTHER NECESSARY ACTION

#4599

Sponsor:

Council
Member
Guy

WHEREAS, the City of Wilmington (the "City") has determined to undertake Phase II of the City's Transmission and Distribution Water Main Improvements in order to improve the level of service to all customers within the entire service district by providing a reliable, redundant transmission network of large diameter piping, all as specified in the City's capital budget for its Fiscal Year ending June 30, 2016 (collectively, the "Project"); and

WHEREAS, in order to finance the Project and pay certain administrative costs relating to the Project and the costs of issuing the Bond, the City has determined to issue its General Obligation Bond, Series of 2018-SRF (the "Bond"), in a principal amount not to exceed \$4,000,000; and

WHEREAS, the City has heretofore adopted the General Obligation Bond Ordinance, 83-019, Division 4 of Article VI of Chapter 2 of the Wilmington City Code (the "General Ordinance"), authorizing the City to issue general obligation bonds secured by a pledge of the City's full faith, credit and taxing power, for the purpose of, among other things, paying the costs of capital projects; and

WHEREAS, this Ordinance is a Supplemental Ordinance adopted pursuant to the General Ordinance and provides for the issuance and sale of the Bond.

NOW, THEREOFRE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. DEFINED Terms. Terms used in this Ordinance and not otherwise defined shall have the meaning specified in the General Ordinance.

inconsistent with any of the provisions of the General Ordinance, the provision of the Bond, this Ordinance and such agreement shall be controlling with respect to the Bond and such agreement.

SECTION 7. Relation to General Ordinance. This Ordinance is supplemental to the General Ordinance and all sections of the General Ordinance, except as modified herein in accordance therewith, are applicable to the Bond authorized hereunder.

SECTION 8. Effective Date. This Ordinance shall become effective upon its passage by Council and approval by the Mayor.

First Reading.....November 15, 2018
Second Reading..... November 15, 2018
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2018

Mayor

SYNOPSIS: This Ordinance authorizes the issuance of a General Obligation Bond, Series of 2018-SRF, in an amount not to exceed \$4,000,000, which will be sold to the Delaware Drinking Water State Revolving Fund in order to (i) finance capital projects of the City, specifically, Phase II of the City's Transmission and Distribution Water Main Improvements Project, (ii) pay administrative costs relating to such capital projects and (iii) pay the costs of issuing the Bond.

ORDINANCE AUTHORIZING THE ISSUANCE OF THE CITY'S GENERAL OBLIGATION BOND, SERIES OF 2019-SRF IN ORDER TO PROVIDE FUNDS NECESSARY TO FINANCE CAPITAL PROJECTS OF THE CITY RELATING TO VARIOUS WATER MAIN DISTRIBUTION IMPROVEMENTS AND UPGRADES THROUGHOUT THE CITY; PROVIDING FOR THE SALE OF THE BOND TO THE DELAWARE DRINKING WATER STATE REVOLVING FUND; AND AUTHORIZING OTHER NECESSARY ACTION.

#4611

Sponsor:

**Council
Member
Guy**

WHEREAS, the City of Wilmington (the “City”) has determined to undertake certain improvements and upgrades to the City’s water main distribution infrastructure that are associated with (i) undersized mains, (ii) severe congestion within the pipes, leaded joints and services lines, and (iii) weakened pipelines due to age, all as specified in the City’s capital budget for its Fiscal Year ending June 30, 2018 (collectively, the “Project”); and

WHEREAS, in order to finance the Project and pay certain administrative costs relating to the Project and the costs of issuing the Bond, the City has determined to issue its General Obligation Bond, Series of 2019-SRF (the “Bond”), in a principal amount not to exceed \$5,000,000; and

WHEREAS, the City has heretofore adopted the General Obligation Bond Ordinance, 83-019, Division 4 of Article VI of Chapter 2 of the Wilmington City Code (the “General Ordinance”), authorizing the City to issue general obligation bonds secured by a pledge of the City's full faith, credit and taxing power, for the purpose of, among other things, paying the costs of capital projects; and

WHEREAS, this Ordinance is a Supplemental Ordinance adopted pursuant to the General Ordinance and provides for the issuance and sale of the Bond.

THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. Defined Terms. Terms used in this Ordinance and not otherwise defined shall have the meaning specified in the General Ordinance.

SECTION 2. Authorization of General Obligation Bond, Series of 2019-SRF.

The City hereby authorizes the issuance of its General Obligation Bond, Series of 2019-SRF, in a principal amount not to exceed \$5,000,000 (the “Bond”) pursuant to and in accordance with the General Ordinance, as supplemented by this Ordinance and the Bond Committee Resolution (as defined herein) for the purpose of financing the Project. The Bond shall be sold to the Delaware Drinking Water State Revolving Fund.

The Bond shall be in such principal amount (not exceeding \$5,000,000), shall bear such rate or rates of interest, shall mature in such principal amounts and on such dates, shall be subject to redemption, shall be sold at such price and in such manner, and shall be in such form and contain or be subject to such other terms and conditions, as shall be determined in the Resolution adopted by the City of Wilmington Bond Committee (the “Bond Committee Resolution”).

SECTION 3. Execution of Bond. The Bond shall be executed by the manual or facsimile signatures of the Mayor, the City Treasurer and the City Auditor, and by the manual or facsimile impression of the City seal, both attested by the manual or facsimile signature of the City Clerk or Deputy City Clerk.

SECTION 4. Security for the Bond. The full faith, credit and taxing power of the City is hereby pledged to the prompt payment of the principal of, premium, if any, and the interest on the Bond. The Bond shall be the direct and unlimited obligation of the City, and unless paid from other sources, the City shall levy *ad valorem* taxes upon all taxable property in the City for the payment of the Bond subject to the limitation contained in applicable law.

SECTION 5. Further Action. The appropriate officers of the City are hereby authorized and directed to take all such action, execute, deliver, file and record all such documents, publish all notices and otherwise carry out the intent of the General Ordinance and this Ordinance in the name of and on behalf of the City.

SECTION 6. Inconsistent Provisions. In the event that any provision of the Bond, or any term or condition contained in any agreement relating to the Bond, shall be

inconsistent with any of the provisions of the General Ordinance, the provision of the Bond, this Ordinance and such agreement shall be controlling with respect to the Bond and such agreement.

SECTION 7. Relation to General Ordinance. This Ordinance is supplemental to the General Ordinance and all sections of the General Ordinance, except as modified herein in accordance therewith, are applicable to the Bond authorized hereunder.

SECTION 8. Effective Date. This Ordinance shall become effective upon its passage by Council and approval by the Mayor.

First Reading.....December 13, 2018
Second Reading.....December 13, 2018
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2019.

Mayor

SYNOPSIS: This Ordinance authorizes the issuance of a General Obligation Bond, Series of 2019-SRF, in an amount not to exceed \$5,000,000, which will be sold to the Delaware Drinking Water State Revolving Fund in order to (i) finance capital projects of the City, specifically, certain improvements and upgrades to the City's water main distribution infrastructure as set forth in the City's capital budget for its Fiscal Year ending June 30, 2018, (ii) pay administrative costs relating to such capital projects, and (iii) pay the costs of issuing the Bond.

RES 18-085

Wilmington, Delaware
December 6, 2018

#4604

Sponsors:

Council
President
Shabazz

Council
Members
Freel
Oliver
Adams
Walsh

WHEREAS, on November 15, 2018, the City Council, as required by Section 2-101 of the City Charter, formally declared that: the First Councilmanic District position is vacant as of November 6, 2018 at 8:00 p.m. due to former Council Member Nnamdi O. Chukwuocha's resignation; and

WHEREAS, pursuant to the Wilmington City Charter, Chapter 2, Wilm. C. (Charter) § 2-101, when such vacancy occurs between General Elections, it is the duty of City Council to fill said vacancy with a member of the same political party residing in the same council district in which such vacancy occurs for the un-expired term of the of the resigning Council Member; and

WHEREAS, pursuant to Wilm. C. (Charter) § 2-103, the City Council is empowered to be the "sole judge of the qualifications . . . of its members" and pursuant to Wilm. C. (Code) § 2-34, a special committee has recommended Albert Mills to fill the vacancy in the 1st Council District seat.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON, that the City Council appoints Albert Mills, a duly registered member of the Democratic Party residing in the First Councilmanic District of the City of Wilmington, to fill the vacancy created by former Council Member Nnamdi O. Chukwuocha, for the remainder of former Council Member Chukwuocha's term.

Passed by City Council,

Attest: _____
City Clerk

SYNOPSIS: This Resolution appoints Albert Mills, pursuant to Wilm. C. (Charter) § 2-101, to fill the vacancy created by former Council Member Nnamdi O. Chukwuocha, for the remainder of former Council Member Chukwuocha's term in accordance with the recommendation of the Special Committee.