

## **COST OF LIVING ADJUSTMENT**

### **7 - Clerical Unit**

Effective Date: **10/1/2025**    Increase Amount: **2.8%**

COST OF LIVING ADJUSTMENT  
Effective Date: 10/1/2025   Increase Amount: 2.8%  
7 - Clerical Unit

	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
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Administrative Clerk

1358

91-13635

Hourly	\$26.54	\$28.02	\$29.58	\$31.23	\$32.97
Biweekly	\$2,123.20	\$2,241.60	\$2,366.40	\$2,498.40	\$2,637.60
Monthly	\$4,617.96	\$4,875.48	\$5,146.92	\$5,434.02	\$5,736.78
Annual	\$55,415.52	\$58,505.76	\$61,763.04	\$65,208.24	\$68,841.36

91-13637

Hourly	\$30.45	\$32.15	\$33.94	\$35.83	\$37.83
Biweekly	\$2,436.00	\$2,572.00	\$2,715.20	\$2,866.40	\$3,026.40
Monthly	\$5,298.30	\$5,594.10	\$5,905.56	\$6,234.42	\$6,582.42
Annual	\$63,579.60	\$67,129.20	\$70,866.72	\$74,813.04	\$78,989.04

93-01806

Hourly	\$21.62				\$26.86
Biweekly	\$1,729.60				\$2,148.80
Monthly	\$3,761.88				\$4,673.64
Annual	\$45,142.56				\$56,083.68

93-13637

Hourly	\$30.45	\$32.15	\$33.94	\$35.83	\$37.83
Biweekly	\$2,436.00	\$2,572.00	\$2,715.20	\$2,866.40	\$3,026.40
Monthly	\$5,298.30	\$5,594.10	\$5,905.56	\$6,234.42	\$6,582.42
Annual	\$63,579.60	\$67,129.20	\$70,866.72	\$74,813.04	\$78,989.04

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7 - Clerical Unit

	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
94-13637					
Hourly	\$30.45	\$32.15	\$33.94	\$35.83	\$37.83
Biweekly	\$2,436.00	\$2,572.00	\$2,715.20	\$2,866.40	\$3,026.40
Monthly	\$5,298.30	\$5,594.10	\$5,905.56	\$6,234.42	\$6,582.42
Annual	\$63,579.60	\$67,129.20	\$70,866.72	\$74,813.04	\$78,989.04

95-13581

Eff. 1/1/14 this DDR No. replaces 93-01806 for new City employees.

Hourly	\$21.62				\$26.86
Biweekly	\$1,729.60				\$2,148.80
Monthly	\$3,761.88				\$4,673.64
Annual	\$45,142.56				\$56,083.68

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Benefits Specialist  
1203

95-12031

Hourly	\$38.67	\$40.83	\$43.11	\$45.51	\$48.05
Biweekly	\$3,093.60	\$3,266.40	\$3,448.80	\$3,640.80	\$3,844.00
Monthly	\$6,728.58	\$7,104.42	\$7,501.14	\$7,918.74	\$8,360.70
Annual	\$80,742.96	\$85,253.04	\$90,013.68	\$95,024.88	\$100,328.40

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Clerk  
1141

91-01118

Hourly	\$23.55				\$29.26
Biweekly	\$1,884.00				\$2,340.80
Monthly	\$4,097.70				\$5,091.24
Annual	\$49,172.40				\$61,094.88

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	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
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Clerk Stenographer

1321

93-13135

Hourly	\$30.45	\$32.15	\$33.94	\$35.83	\$37.83
Biweekly	\$2,436.00	\$2,572.00	\$2,715.20	\$2,866.40	\$3,026.40
Monthly	\$5,298.30	\$5,594.10	\$5,905.56	\$6,234.42	\$6,582.42
Annual	\$63,579.60	\$67,129.20	\$70,866.72	\$74,813.04	\$78,989.04

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Communications Information Rep

1461

94-14001

Hourly	\$29.10	\$30.72	\$32.43	\$34.24	\$36.15
Biweekly	\$2,328.00	\$2,457.60	\$2,594.40	\$2,739.20	\$2,892.00
Monthly	\$5,063.40	\$5,345.28	\$5,642.82	\$5,957.76	\$6,290.10
Annual	\$60,760.80	\$64,143.36	\$67,713.84	\$71,493.12	\$75,481.20

95-14612

Hourly	\$34.16	\$36.06	\$38.07	\$40.19	\$42.43
Biweekly	\$2,732.80	\$2,884.80	\$3,045.60	\$3,215.20	\$3,394.40
Monthly	\$5,943.84	\$6,274.44	\$6,624.18	\$6,993.06	\$7,382.82
Annual	\$71,326.08	\$75,293.28	\$79,490.16	\$83,916.72	\$88,593.84

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7 - Clerical Unit

	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
*****					
Cust Srvc Reptv					
1230					
91-01117 <u>Z</u>					
Hourly	\$30.16				\$37.47
Biweekly	\$2,412.80				\$2,997.60
Monthly	\$5,247.84				\$6,519.78
Annual	\$62,974.08				\$78,237.36
91-12067 <u>Z</u>					
Hourly	\$35.04	\$36.99	\$39.05	\$41.23	\$43.53
Biweekly	\$2,803.20	\$2,959.20	\$3,124.00	\$3,298.40	\$3,482.40
Monthly	\$6,096.96	\$6,436.26	\$6,794.70	\$7,174.02	\$7,574.22
Annual	\$73,163.52	\$77,235.12	\$81,536.40	\$86,088.24	\$90,890.64
91-12068 <u>Z</u>					
Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00
91-12069 <u>Z</u>					
Hourly	\$40.45	\$42.71	\$45.09	\$47.60	\$50.25
Biweekly	\$3,236.00	\$3,416.80	\$3,607.20	\$3,808.00	\$4,020.00
Monthly	\$7,038.30	\$7,431.54	\$7,845.66	\$8,282.40	\$8,743.50
Annual	\$84,459.60	\$89,178.48	\$94,147.92	\$99,388.80	\$104,922.00

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7 - Clerical Unit

	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
91-12110 <u>5,7</u>					
Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00
95-12301 <u>Z</u>					
Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00

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Data Processing Technician  
1136

93-11005					
Hourly	\$38.08	\$40.20	\$42.44	\$44.81	\$47.31
Biweekly	\$3,046.40	\$3,216.00	\$3,395.20	\$3,584.80	\$3,784.80
Monthly	\$6,625.92	\$6,994.80	\$7,384.56	\$7,796.94	\$8,231.94
Annual	\$79,511.04	\$83,937.60	\$88,614.72	\$93,563.28	\$98,783.28
94-11005					
Hourly	\$38.08	\$40.20	\$42.44	\$44.81	\$47.31
Biweekly	\$3,046.40	\$3,216.00	\$3,395.20	\$3,584.80	\$3,784.80
Monthly	\$6,625.92	\$6,994.80	\$7,384.56	\$7,796.94	\$8,231.94
Annual	\$79,511.04	\$83,937.60	\$88,614.72	\$93,563.28	\$98,783.28

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	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
94-11125					
Hourly	\$36.04	\$38.05	\$40.17	\$42.41	\$44.77
Biweekly	\$2,883.20	\$3,044.00	\$3,213.60	\$3,392.80	\$3,581.60
Monthly	\$6,270.96	\$6,620.70	\$6,989.58	\$7,379.34	\$7,789.98
Annual	\$75,251.52	\$79,448.40	\$83,874.96	\$88,552.08	\$93,479.76
*****					
Delivery Driver					
1121					
91-11126					
Hourly	\$26.54	\$28.02	\$29.58	\$31.23	\$32.97
Biweekly	\$2,123.20	\$2,241.60	\$2,366.40	\$2,498.40	\$2,637.60
Monthly	\$4,617.96	\$4,875.48	\$5,146.92	\$5,434.02	\$5,736.78
Annual	\$55,415.52	\$58,505.76	\$61,763.04	\$65,208.24	\$68,841.36
93-11146					
Hourly	\$30.45	\$32.15	\$33.94	\$35.83	\$37.83
Biweekly	\$2,436.00	\$2,572.00	\$2,715.20	\$2,866.40	\$3,026.40
Monthly	\$5,298.30	\$5,594.10	\$5,905.56	\$6,234.42	\$6,582.42
Annual	\$63,579.60	\$67,129.20	\$70,866.72	\$74,813.04	\$78,989.04
94-11126					
Hourly	\$26.54	\$28.02	\$29.58	\$31.23	\$32.97
Biweekly	\$2,123.20	\$2,241.60	\$2,366.40	\$2,498.40	\$2,637.60
Monthly	\$4,617.96	\$4,875.48	\$5,146.92	\$5,434.02	\$5,736.78
Annual	\$55,415.52	\$58,505.76	\$61,763.04	\$65,208.24	\$68,841.36

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	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
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Messenger Clerk

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91-11018

Hourly	\$23.08	\$24.37	\$25.73	\$27.16	\$28.67
Biweekly	\$1,846.40	\$1,949.60	\$2,058.40	\$2,172.80	\$2,293.60
Monthly	\$4,015.92	\$4,240.38	\$4,477.02	\$4,725.84	\$4,988.58
Annual	\$48,191.04	\$50,884.56	\$53,724.24	\$56,710.08	\$59,862.96

94-11018

Hourly	\$23.08	\$24.37	\$25.73	\$27.16	\$28.67
Biweekly	\$1,846.40	\$1,949.60	\$2,058.40	\$2,172.80	\$2,293.60
Monthly	\$4,015.92	\$4,240.38	\$4,477.02	\$4,725.84	\$4,988.58
Annual	\$48,191.04	\$50,884.56	\$53,724.24	\$56,710.08	\$59,862.96

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Office Services Assistant

1360

95-13600

Hourly	\$30.45	\$32.15	\$33.94	\$35.83	\$37.83
Biweekly	\$2,436.00	\$2,572.00	\$2,715.20	\$2,866.40	\$3,026.40
Monthly	\$5,298.30	\$5,594.10	\$5,905.56	\$6,234.42	\$6,582.42
Annual	\$63,579.60	\$67,129.20	\$70,866.72	\$74,813.04	\$78,989.04



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7 - Clerical Unit

	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
*****					
Office Trainee					
1101					
93-81103					
Hourly	\$21.51	\$22.71	\$23.98	\$25.32	\$26.73
Biweekly	\$1,720.80	\$1,816.80	\$1,918.40	\$2,025.60	\$2,138.40
Monthly	\$3,742.74	\$3,951.54	\$4,172.52	\$4,405.68	\$4,651.02
Annual	\$44,912.88	\$47,418.48	\$50,070.24	\$52,868.16	\$55,812.24
*****					
Secretary Legal					
1924					
19-19109					
Hourly	\$41.90	\$44.24	\$46.71	\$49.31	\$52.06
Biweekly	\$3,352.00	\$3,539.20	\$3,736.80	\$3,944.80	\$4,164.80
Monthly	\$7,290.60	\$7,697.76	\$8,127.54	\$8,579.94	\$9,058.44
Annual	\$87,487.20	\$92,373.12	\$97,530.48	\$102,959.28	\$108,701.28
91-11101					
Hourly	\$50.12			\$58.97	\$62.26
Biweekly	\$4,009.60			\$4,717.60	\$4,980.80
Monthly	\$8,720.88			\$10,260.78	\$10,833.24
Annual	\$104,650.56			\$123,129.36	\$129,998.88
91-19102					
Hourly	\$40.45	\$42.71	\$45.09	\$47.60	\$50.25
Biweekly	\$3,236.00	\$3,416.80	\$3,607.20	\$3,808.00	\$4,020.00
Monthly	\$7,038.30	\$7,431.54	\$7,845.66	\$8,282.40	\$8,743.50
Annual	\$84,459.60	\$89,178.48	\$94,147.92	\$99,388.80	\$104,922.00

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7 - Clerical Unit

Step-01                      Step-02                      Step-03                      Step-04                      Step-05

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Senior Administrative Clerk

1368

91-13639

Hourly	\$35.04	\$36.99	\$39.05	\$41.23	\$43.53
Biweekly	\$2,803.20	\$2,959.20	\$3,124.00	\$3,298.40	\$3,482.40
Monthly	\$6,096.96	\$6,436.26	\$6,794.70	\$7,174.02	\$7,574.22
Annual	\$73,163.52	\$77,235.12	\$81,536.40	\$86,088.24	\$90,890.64

91-13640    4

Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00

91-13641

Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00

93-13639

Hourly	\$35.04	\$36.99	\$39.05	\$41.23	\$43.53
Biweekly	\$2,803.20	\$2,959.20	\$3,124.00	\$3,298.40	\$3,482.40
Monthly	\$6,096.96	\$6,436.26	\$6,794.70	\$7,174.02	\$7,574.22
Annual	\$73,163.52	\$77,235.12	\$81,536.40	\$86,088.24	\$90,890.64

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7 - Clerical Unit

	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
93-13640 <u>4</u>					
Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00
93-13641					
Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00
94-13639					
Hourly	\$35.04	\$36.99	\$39.05	\$41.23	\$43.53
Biweekly	\$2,803.20	\$2,959.20	\$3,124.00	\$3,298.40	\$3,482.40
Monthly	\$6,096.96	\$6,436.26	\$6,794.70	\$7,174.02	\$7,574.22
Annual	\$73,163.52	\$77,235.12	\$81,536.40	\$86,088.24	\$90,890.64
94-13640 <u>4</u>					
Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00
94-13641					
Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00

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7 - Clerical Unit

	<u>Step-01</u>	<u>Step-02</u>	<u>Step-03</u>	<u>Step-04</u>	<u>Step-05</u>
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Senior Clerk Stenographer

1323

91-13138

Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00

94-13138

Hourly	\$37.03	\$39.09	\$41.27	\$43.57	\$46.00
Biweekly	\$2,962.40	\$3,127.20	\$3,301.60	\$3,485.60	\$3,680.00
Monthly	\$6,443.22	\$6,801.66	\$7,180.98	\$7,581.18	\$8,004.00
Annual	\$77,318.64	\$81,619.92	\$86,171.76	\$90,974.16	\$96,048.00

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Senior Communications Operator

1467

94-14003

Hourly	\$37.97	\$40.09	\$42.33	\$44.69	\$47.18
Biweekly	\$3,037.60	\$3,207.20	\$3,386.40	\$3,575.20	\$3,774.40
Monthly	\$6,606.78	\$6,975.66	\$7,365.42	\$7,776.06	\$8,209.32
Annual	\$79,281.36	\$83,707.92	\$88,385.04	\$93,312.72	\$98,511.84