

**CITY OF SEBASTOPOL
CITY COUNCIL
STAFF REPORT**

Meeting Date: December 15, 2015
To: Honorable Mayor and City Councilmembers
From: Ana Kwong – Finance Director
Subject: Pay Rates & Ranges
Recommendation Adopt and Approve Resolution Authorizing and Approving the City of Sebastopol Current Pay Rates and Ranges
Funding: Currently Budgeted: XX Yes No N/A
Net General Fund Cost: \$
Amount:

INTRODUCTION: This item is to request City Council Approval and Adoption of the Resolution Authorizing and Approving the City of Sebastopol Current Pay Rates and Ranges effective January 1, 2016.

BACKGROUND: Pursuant to Ordinance No. 563, the City Council shall fix and determine the salary range for each classified position and shall by resolution create positions in the City employment and set salary ranges from time to time.

DISCUSSION: The cost of living adjustments (COLA) for all bargaining units resulted in salary adjustments that took effect on July 1, 2015. Moreover, Sebastopol Police Officers’ Association (SPOA) group has an additional COLA adjustment of 2% which will take effect on January 1, 2016.

Additionally, California Public Employee’s Retirement Law at Section 570.5 of the California Code of Regulations Title 2 requires the City Pay Rates and Ranges document published on the City’s internet site to be approved, in its entirety, by the City Council each time a modification is made.

RECOMMENDATION: That the City Council Adopt and Approve the Resolution for updated Pay Rates and Ranges.

Attachment(s):
Pay Rates & Ranges
Resolution

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
City Council	N/A			N/A	\$ 300	\$ 3,600
MANAGEMENT						
City Manager	Appointed	A	\$ 59.24	\$ 5,134	\$ 10,268	\$ 123,212
		B	\$ 62.20	\$ 5,391	\$ 10,781	\$ 129,373
		C	\$ 65.31	\$ 5,660	\$ 11,320	\$ 135,841
		D	\$ 68.57	\$ 5,943	\$ 11,886	\$ 142,633
		E	\$ 72.00	\$ 6,240	\$ 12,480	\$ 149,765
City Clerk	Appointed	A	\$ 50.08	\$ 4,340	\$ 8,680	\$ 104,164
Finance Director	Unrepresented	B	\$ 52.58	\$ 4,557	\$ 9,114	\$ 109,372
		C	\$ 55.21	\$ 4,785	\$ 9,570	\$ 114,841
		D	\$ 57.97	\$ 5,024	\$ 10,049	\$ 120,583
		E	\$ 60.87	\$ 5,276	\$ 10,551	\$ 126,612
		Building Official	Unrepresented	A	\$ 44.84	\$ 3,886
		B	\$ 47.08	\$ 4,081	\$ 8,161	\$ 97,936
		C	\$ 49.44	\$ 4,285	\$ 8,569	\$ 102,832
		D	\$ 51.91	\$ 4,499	\$ 8,998	\$ 107,974
		E	\$ 54.51	\$ 4,724	\$ 9,448	\$ 113,373
Engineering Director	Unrepresented	A	\$ 50.34	\$ 4,363	\$ 8,726	\$ 104,711
Planning Director		B	\$ 52.86	\$ 4,581	\$ 9,162	\$ 109,947
		C	\$ 55.50	\$ 4,810	\$ 9,620	\$ 115,444
		D	\$ 58.28	\$ 5,051	\$ 10,101	\$ 121,216
		E	\$ 61.19	\$ 5,303	\$ 10,606	\$ 127,277
		Fire Chief	Unrepresented	A	\$ 50.85	\$ 4,407
		B	\$ 53.39	\$ 4,627	\$ 9,254	\$ 111,052
		C	\$ 56.06	\$ 4,859	\$ 9,717	\$ 116,605
		D	\$ 58.86	\$ 5,101	\$ 10,203	\$ 122,435
		E	\$ 61.81	\$ 5,357	\$ 10,713	\$ 128,556
Police Chief	Unrepresented	A	\$ 51.73	\$ 4,484	\$ 8,967	\$ 107,605
		B	\$ 54.32	\$ 4,708	\$ 9,415	\$ 112,986
		C	\$ 57.04	\$ 4,943	\$ 9,886	\$ 118,635
		D	\$ 59.89	\$ 5,190	\$ 10,381	\$ 124,567
		E	\$ 62.88	\$ 5,450	\$ 10,900	\$ 130,795
Public Works Superintendent	Unrepresented	A	\$ 46.80	\$ 4,056	\$ 8,111	\$ 97,334
		B	\$ 49.14	\$ 4,258	\$ 8,517	\$ 102,201
		C	\$ 51.59	\$ 4,471	\$ 8,943	\$ 107,311
		D	\$ 54.17	\$ 4,695	\$ 9,390	\$ 112,677
		E	\$ 56.88	\$ 4,930	\$ 9,859	\$ 118,310

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
MID-MANAGEMENT						
Assistant Planner	Unrepresented	A	\$ 29.98	\$ 2,598	\$ 5,197	\$ 62,364
		B	\$ 31.48	\$ 2,728	\$ 5,457	\$ 65,482
		C	\$ 33.06	\$ 2,865	\$ 5,730	\$ 68,756
		D	\$ 34.71	\$ 3,008	\$ 6,016	\$ 72,194
		E	\$ 36.44	\$ 3,158	\$ 6,317	\$ 75,804
Assistant Public Works Superintendent Engineering Manager	Unrepresented	A	\$ 39.01	\$ 3,381	\$ 6,762	\$ 81,138
		B	\$ 40.96	\$ 3,550	\$ 7,100	\$ 85,195
		C	\$ 43.01	\$ 3,727	\$ 7,455	\$ 89,455
		D	\$ 45.16	\$ 3,914	\$ 7,827	\$ 93,928
		E	\$ 47.42	\$ 4,109	\$ 8,219	\$ 98,624
Police Captain	Unrepresented	A	\$ 47.13	\$ 4,085	\$ 8,170	\$ 98,039
		B	\$ 49.49	\$ 4,289	\$ 8,578	\$ 102,941
		C	\$ 51.97	\$ 4,504	\$ 9,007	\$ 108,088
		D	\$ 54.56	\$ 4,729	\$ 9,458	\$ 113,493
		E	\$ 57.29	\$ 4,965	\$ 9,931	\$ 119,167
Records Dispatcher Supervisor	Unrepresented	A	\$ 28.57	\$ 2,476	\$ 4,951	\$ 59,417
		B	\$ 29.99	\$ 2,599	\$ 5,199	\$ 62,388
		C	\$ 31.49	\$ 2,729	\$ 5,459	\$ 65,507
		D	\$ 33.07	\$ 2,866	\$ 5,732	\$ 68,783
		E	\$ 34.72	\$ 3,009	\$ 6,018	\$ 72,222

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
MISCELLANEOUS						
Account Clerk I	Unrepresented	A	\$ 19.41	\$ 1,682	\$ 3,365	\$ 40,380
		B	\$ 20.38	\$ 1,767	\$ 3,533	\$ 42,399
		C	\$ 21.40	\$ 1,855	\$ 3,710	\$ 44,519
		D	\$ 22.47	\$ 1,948	\$ 3,895	\$ 46,744
		E	\$ 23.60	\$ 2,045	\$ 4,090	\$ 49,082
Account Clerk II	Unrepresented	A	\$ 24.20	\$ 2,098	\$ 4,195	\$ 50,346
		B	\$ 25.41	\$ 2,203	\$ 4,405	\$ 52,863
		C	\$ 26.69	\$ 2,313	\$ 4,626	\$ 55,506
		D	\$ 28.02	\$ 2,428	\$ 4,857	\$ 58,281
		E	\$ 29.42	\$ 2,550	\$ 5,100	\$ 61,195
Administrative Assistant	Unrepresented	A	\$ 22.68	\$ 1,966	\$ 3,931	\$ 47,178
		B	\$ 23.82	\$ 2,064	\$ 4,128	\$ 49,537
		C	\$ 25.01	\$ 2,167	\$ 4,334	\$ 52,014
		D	\$ 26.26	\$ 2,276	\$ 4,551	\$ 54,614
		E	\$ 27.57	\$ 2,389	\$ 4,779	\$ 57,345
Senior Administrative Assistant	Unrepresented	A	\$ 26.38	\$ 2,286	\$ 4,572	\$ 54,860
		B	\$ 27.69	\$ 2,400	\$ 4,800	\$ 57,603
		C	\$ 29.08	\$ 2,520	\$ 5,040	\$ 60,484
		D	\$ 30.53	\$ 2,646	\$ 5,292	\$ 63,508
		E	\$ 32.06	\$ 2,778	\$ 5,557	\$ 66,683
Senior Administrative Assistant/Department Technician	Unrepresented	A	\$ 27.69	\$ 2,400	\$ 4,800	\$ 57,603
		B	\$ 29.08	\$ 2,520	\$ 5,040	\$ 60,484
		C	\$ 30.53	\$ 2,646	\$ 5,292	\$ 63,508
		D	\$ 32.06	\$ 2,778	\$ 5,557	\$ 66,683
		E	\$ 33.66	\$ 2,917	\$ 5,835	\$ 70,017
Junior Accountant	Unrepresented	A	\$ 29.98	\$ 2,598	\$ 5,197	\$ 62,364
		B	\$ 31.48	\$ 2,728	\$ 5,457	\$ 65,482
		C	\$ 33.06	\$ 2,865	\$ 5,730	\$ 68,756
		D	\$ 34.71	\$ 3,008	\$ 6,016	\$ 72,194
		E	\$ 36.44	\$ 3,158	\$ 6,317	\$ 75,804

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
POLICE PERSONNEL						
Police Technician	SPOA	A	\$ 19.26	\$ 1,669	\$ 3,339	\$ 40,064
		B	\$ 20.22	\$ 1,753	\$ 3,505	\$ 42,061
		C	\$ 21.23	\$ 1,840	\$ 3,680	\$ 44,159
		D	\$ 22.29	\$ 1,932	\$ 3,864	\$ 46,369
		E	\$ 23.41	\$ 2,029	\$ 4,058	\$ 48,691
Police Dispatcher	SPOA	A	\$ 23.13	\$ 2,005	\$ 4,010	\$ 48,116
		B	\$ 24.29	\$ 2,105	\$ 4,209	\$ 50,514
		C	\$ 25.50	\$ 2,210	\$ 4,421	\$ 53,048
		D	\$ 26.78	\$ 2,321	\$ 4,641	\$ 55,695
		E	\$ 28.11	\$ 2,437	\$ 4,873	\$ 58,479
Police Officer	SPOA	A	\$ 30.86	\$ 2,675	\$ 5,350	\$ 64,197
		B	\$ 32.41	\$ 2,809	\$ 5,617	\$ 67,405
		C	\$ 34.03	\$ 2,949	\$ 5,898	\$ 70,776
		D	\$ 35.73	\$ 3,096	\$ 6,192	\$ 74,310
		E	\$ 37.51	\$ 3,251	\$ 6,503	\$ 78,030
Police Sergeant	SPOA	A	\$ 36.06	\$ 3,125	\$ 6,250	\$ 74,996
		B	\$ 37.86	\$ 3,281	\$ 6,563	\$ 78,754
		C	\$ 39.75	\$ 3,445	\$ 6,891	\$ 82,687
		D	\$ 41.74	\$ 3,617	\$ 7,235	\$ 86,819
		E	\$ 43.83	\$ 3,799	\$ 7,597	\$ 91,164

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
SEIU PHYSICAL/FIELD PERSONNEL						
Laborer	SEIU	A	\$ 16.36	\$ 1,418	\$ 2,835	\$ 34,023
		B	\$ 17.18	\$ 1,489	\$ 2,977	\$ 35,724
		C	\$ 18.03	\$ 1,563	\$ 3,126	\$ 37,510
		D	\$ 18.94	\$ 1,641	\$ 3,282	\$ 39,386
		E	\$ 19.88	\$ 1,723	\$ 3,446	\$ 41,355
Maintenance Worker I	SEIU	A	\$ 19.99	\$ 1,733	\$ 3,466	\$ 41,587
		B	\$ 20.99	\$ 1,819	\$ 3,639	\$ 43,667
		C	\$ 22.04	\$ 1,910	\$ 3,821	\$ 45,850
		D	\$ 23.15	\$ 2,006	\$ 4,012	\$ 48,142
		E	\$ 24.30	\$ 2,106	\$ 4,212	\$ 50,550
Maintenance Worker II	SEIU	A	\$ 25.51	\$ 2,211	\$ 4,422	\$ 53,064
		B	\$ 26.79	\$ 2,322	\$ 4,643	\$ 55,718
		C	\$ 28.13	\$ 2,438	\$ 4,875	\$ 58,503
		D	\$ 29.53	\$ 2,560	\$ 5,119	\$ 61,429
		E	\$ 31.01	\$ 2,688	\$ 5,375	\$ 64,500
Maintenance Worker III	SEIU	A	\$ 29.81	\$ 2,583	\$ 5,167	\$ 61,999
		B	\$ 31.30	\$ 2,712	\$ 5,425	\$ 65,099
		C	\$ 32.86	\$ 2,848	\$ 5,696	\$ 68,354
		D	\$ 34.51	\$ 2,990	\$ 5,981	\$ 71,772
		E	\$ 36.23	\$ 3,140	\$ 6,280	\$ 75,360
Senior Maintenance Worker	SEIU	A	\$ 30.56	\$ 2,649	\$ 5,297	\$ 63,568
		B	\$ 32.09	\$ 2,781	\$ 5,562	\$ 66,747
		C	\$ 33.69	\$ 2,920	\$ 5,840	\$ 70,084
		D	\$ 35.38	\$ 3,066	\$ 6,132	\$ 73,588
		E	\$ 37.15	\$ 3,219	\$ 6,439	\$ 77,268
Water Treatment Plant Operator/Maintenance Worker III	SEIU	A	\$ 31.17	\$ 2,701	\$ 5,403	\$ 64,834
		B	\$ 32.73	\$ 2,837	\$ 5,673	\$ 68,076
		C	\$ 34.37	\$ 2,978	\$ 5,957	\$ 71,480
		D	\$ 36.08	\$ 3,127	\$ 6,254	\$ 75,054
		E	\$ 37.89	\$ 3,284	\$ 6,567	\$ 78,807

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Amount	Hourly	Monthly
VOLUNTEER FIREFIGHTER STIPEND			
Emergency Call-Out	\$ 13.00		
Extended On Scene	\$ 20.00		
Firefighter Drill	\$ 12.50		
Captain Drill	\$ 15.00		
Volunteer Chief Drill	\$ 18.50		
Captain Weekend Standby	\$ 150.00		
Special Call-Out	\$ 140.00		
TEMPORARY/SEASONAL UNCLASSIFIED POSITIONS			
Living Wage - Per Ordinance		\$ 16.50	
Landscape Laborer		\$ 16.50	
Office Assistant		\$ 16.50	
Per Diem Police Dispatcher Trainee		\$ 16.50	
Police Aide Trainee		\$ 16.50	
Video Recording Operator		\$ 16.50	
City Attorney			\$ 7,790
Part-time City Engineer		\$ 50.00	
Account Clerk (Temporary)		\$ 23.60	
Per Diem Police Dispatcher ¹		\$ 26.78	
Police Reserve Officer ²		\$ 30.86	

¹ Based on Dispatcher Step D hourly rate without benefits or pay incentives

² Based on Police Officer Step A hourly rate without benefits or pay incentives

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL AMENDING THE SALARY PLAN IN ACCORDANCE WITH ORDINANCE NO. 563

WHEREAS, Ordinance No. 563 and amendments thereto provide, among other things, that the City Council shall fix and determine the salary pay rates and ranges for each classified position and shall by resolution set salary ranges as said Council may from time to time determine,

WHEREAS, the Sebastopol Police Officers' Association (SPOA) has an additional 2% COLA adjustment, which took effect on January 1, 2106,

WHEREAS, the California Public Employee's Retirement Law, at Section 570.5 of the California Code of Regulations Title 2, requires the City to publish Pay Rates and Ranges on the City's internet site and the City Council to approve the Pay Rates and Range in its entirety each time a modification is made; and

WHEREAS, staff recommends that the City Council adopt the updated City Pay Rates and Ranges; and

NOW, THEREFORE, BE IT RESOLVED that the salary range and steps contained in this resolution be amended and/or established shall become effective on January 1, 2016;

IN COUNCIL DULY PASSED this 15th day of December, 2015.

VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Mayor Sarah Glade-Gurney

ATTEST: _____
Mary Gourley, City Clerk

Approved as to Form:

Larry McLaughlin, City Attorney