

**CITY OF SEBASTOPOL
CITY COUNCIL
STAFF REPORT**

Meeting Date: October 4, 2016
To: Honorable Mayor and City Councilmembers
From: Ana Kwong – Finance Director
Subject: Pay Rates & Ranges
Recommendation Adopt and Approve Resolution Updating 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 Approve and Adopt the Resolution Updating City of Sebastopol Current Pay Rates and Ranges effective September 20, 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 City Council approved the City’s Current Pay Rates and Ranges document on June 21, 2016 during the budget process, pursuant to Resolution No. 6092. Since that date, the appointment of the Assistant City Manager/City Clerk position and salary changes have been approved and/or require updating. 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. Attached to this staff report is the updated City of Sebastopol Current pay Rates and Ranges revised September 20, 2016 that incorporates the changes to one position.

RECOMMENDATION: That the City Council Adopt and Approve the Resolution updating the Pay Rates and Ranges

Attachment(s):
Pay Rates & Ranges
Resolution



**CITY OF SEBASTOPOL
CURRENT PAY RATES & RANGES
EFFECTIVE SEPTEMBER 20, 2016**

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	\$ 63.82	\$ 5,531	\$ 11,062	\$ 132,741
		B	\$ 67.01	\$ 5,807	\$ 11,614	\$ 139,372
		C	\$ 70.36	\$ 6,098	\$ 12,195	\$ 146,340
		D	\$ 73.87	\$ 6,402	\$ 12,805	\$ 153,657
		E	\$ 77.57	\$ 6,722	\$ 13,445	\$ 161,336
Assistant City Manager/City Clerk	Appointed	A	\$ 52.79	\$ 4,575	\$ 9,150	\$ 109,800
		B	\$ 55.44	\$ 4,805	\$ 9,610	\$ 115,320
		C	\$ 58.23	\$ 5,047	\$ 10,093	\$ 121,116
		D	\$ 61.16	\$ 5,301	\$ 10,601	\$ 127,212
		E	\$ 64.23	\$ 5,567	\$ 11,133	\$ 133,596
City Clerk	Appointed	A	\$ 51.38	\$ 4,453	\$ 8,906	\$ 106,868
Finance Director	Unrepresented	B	\$ 53.95	\$ 4,675	\$ 9,351	\$ 112,212
		C	\$ 56.65	\$ 4,909	\$ 9,819	\$ 117,826
		D	\$ 59.48	\$ 5,155	\$ 10,310	\$ 123,723
		E	\$ 62.45	\$ 5,413	\$ 10,825	\$ 129,904
Building Official	Unrepresented	A	\$ 46.01	\$ 3,988	\$ 7,975	\$ 95,701
		B	\$ 48.31	\$ 4,187	\$ 8,373	\$ 100,478
		C	\$ 50.72	\$ 4,396	\$ 8,792	\$ 105,502
		D	\$ 53.26	\$ 4,616	\$ 9,232	\$ 110,783
		E	\$ 55.92	\$ 4,847	\$ 9,694	\$ 116,324
Engineering Director Planning Director	Unrepresented	A	\$ 51.65	\$ 4,476	\$ 8,953	\$ 107,435
		B	\$ 54.23	\$ 4,700	\$ 9,400	\$ 112,803
		C	\$ 56.94	\$ 4,935	\$ 9,870	\$ 118,441
		D	\$ 59.79	\$ 5,182	\$ 10,364	\$ 124,364
		E	\$ 62.78	\$ 5,441	\$ 10,882	\$ 130,581
Fire Chief	Unrepresented	A	\$ 52.17	\$ 4,522	\$ 9,043	\$ 108,518
		B	\$ 54.78	\$ 4,747	\$ 9,495	\$ 113,935
		C	\$ 57.52	\$ 4,985	\$ 9,970	\$ 119,636
		D	\$ 60.39	\$ 5,234	\$ 10,468	\$ 125,619
		E	\$ 63.41	\$ 5,496	\$ 10,992	\$ 131,898
Police Chief	Unrepresented	A	\$ 53.08	\$ 4,600	\$ 9,200	\$ 110,402
		B	\$ 55.73	\$ 4,830	\$ 9,660	\$ 115,917
		C	\$ 58.52	\$ 5,072	\$ 10,143	\$ 121,716
		D	\$ 61.45	\$ 5,325	\$ 10,651	\$ 127,811
		E	\$ 64.52	\$ 5,592	\$ 11,183	\$ 134,201

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
MANAGEMENT						
Public Works Superintendent	Unrepresented	A	\$ 48.01	\$ 4,161	\$ 8,322	\$ 99,863
		B	\$ 50.41	\$ 4,369	\$ 8,738	\$ 104,861
		C	\$ 52.94	\$ 4,588	\$ 9,176	\$ 110,106
		D	\$ 55.58	\$ 4,817	\$ 9,634	\$ 115,610
		E	\$ 58.36	\$ 5,058	\$ 10,115	\$ 121,384

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
MID-MANAGEMENT						
Assistant Planner	Unrepresented	A	\$ 30.76	\$ 2,666	\$ 5,332	\$ 63,985
		B	\$ 32.30	\$ 2,799	\$ 5,599	\$ 67,187
		C	\$ 33.92	\$ 2,939	\$ 5,879	\$ 70,548
		D	\$ 35.61	\$ 3,086	\$ 6,172	\$ 74,069
		E	\$ 37.39	\$ 3,241	\$ 6,481	\$ 77,775
Assistant Public Works Superintendent Engineering Manager	Unrepresented	A	\$ 40.03	\$ 3,469	\$ 6,938	\$ 83,254
		B	\$ 42.03	\$ 3,642	\$ 7,285	\$ 87,415
		C	\$ 44.13	\$ 3,824	\$ 7,649	\$ 91,786
		D	\$ 46.33	\$ 4,015	\$ 8,031	\$ 96,366
		E	\$ 48.65	\$ 4,216	\$ 8,433	\$ 101,192
Police Captain	Unrepresented	A	\$ 48.36	\$ 4,191	\$ 8,382	\$ 100,589
		B	\$ 50.78	\$ 4,401	\$ 8,801	\$ 105,612
		C	\$ 53.31	\$ 4,621	\$ 9,241	\$ 110,894
		D	\$ 55.98	\$ 4,852	\$ 9,704	\$ 116,447
		E	\$ 58.78	\$ 5,095	\$ 10,189	\$ 122,270
Records Dispatcher Supervisor	Unrepresented	A	\$ 29.31	\$ 2,540	\$ 5,080	\$ 60,957
		B	\$ 30.77	\$ 2,667	\$ 5,334	\$ 64,010
		C	\$ 32.31	\$ 2,800	\$ 5,601	\$ 67,211
		D	\$ 33.93	\$ 2,941	\$ 5,881	\$ 70,572
		E	\$ 35.62	\$ 3,087	\$ 6,174	\$ 74,094

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
MISCELLANEOUS						
Office Assistant	Unrepresented	A	\$ 17.80	\$ 1,543	\$ 3,085	\$ 37,022
		B	\$ 18.69	\$ 1,620	\$ 3,239	\$ 38,869
		C	\$ 19.62	\$ 1,701	\$ 3,401	\$ 40,814
		D	\$ 20.60	\$ 1,786	\$ 3,572	\$ 42,858
		E	\$ 21.63	\$ 1,875	\$ 3,750	\$ 45,000
Account Clerk I	Unrepresented	A	\$ 19.92	\$ 1,726	\$ 3,452	\$ 41,430
		B	\$ 20.91	\$ 1,812	\$ 3,625	\$ 43,498
		C	\$ 21.96	\$ 1,903	\$ 3,806	\$ 45,678
		D	\$ 23.06	\$ 1,998	\$ 3,996	\$ 47,955
		E	\$ 24.21	\$ 2,098	\$ 4,196	\$ 50,356
Account Clerk II	Unrepresented	A	\$ 24.83	\$ 2,152	\$ 4,304	\$ 51,649
		B	\$ 26.07	\$ 2,260	\$ 4,520	\$ 54,234
		C	\$ 27.38	\$ 2,373	\$ 4,746	\$ 56,955
		D	\$ 28.75	\$ 2,492	\$ 4,983	\$ 59,799
		E	\$ 30.19	\$ 2,616	\$ 5,233	\$ 62,791
Administrative Assistant	Unrepresented	A	\$ 23.27	\$ 2,017	\$ 4,033	\$ 48,398
		B	\$ 24.43	\$ 2,118	\$ 4,235	\$ 50,824
		C	\$ 25.65	\$ 2,223	\$ 4,447	\$ 53,360
		D	\$ 26.94	\$ 2,335	\$ 4,669	\$ 56,032
		E	\$ 28.29	\$ 2,452	\$ 4,903	\$ 58,839
Senior Administrative Assistant	Unrepresented	A	\$ 27.06	\$ 2,345	\$ 4,691	\$ 56,290
		B	\$ 28.41	\$ 2,462	\$ 4,925	\$ 59,098
		C	\$ 29.83	\$ 2,586	\$ 5,171	\$ 62,052
		D	\$ 31.32	\$ 2,715	\$ 5,430	\$ 65,155
		E	\$ 32.89	\$ 2,851	\$ 5,701	\$ 68,418
Senior Administrative Assistant/Department Technician	Unrepresented	A	\$ 28.41	\$ 2,462	\$ 4,925	\$ 59,098
		B	\$ 29.83	\$ 2,586	\$ 5,171	\$ 62,052
		C	\$ 31.32	\$ 2,715	\$ 5,430	\$ 65,155
		D	\$ 32.89	\$ 2,851	\$ 5,701	\$ 68,418
		E	\$ 34.54	\$ 2,993	\$ 5,987	\$ 71,841
Junior Accountant	Unrepresented	A	\$ 30.76	\$ 2,666	\$ 5,332	\$ 63,985
		B	\$ 32.30	\$ 2,799	\$ 5,599	\$ 67,187
		C	\$ 33.92	\$ 2,939	\$ 5,879	\$ 70,548
		D	\$ 35.61	\$ 3,086	\$ 6,172	\$ 74,069
		E	\$ 37.39	\$ 3,241	\$ 6,481	\$ 77,775

CITY OF SEBASTOPOL - PAY RATES AND RANGES

<u>Job Classification</u>	<u>Group</u>	<u>Step</u>	<u>Hourly</u>	<u>Semi-Monthly</u>	<u>Monthly</u>	<u>Annually</u>
POLICE PERSONNEL						
Police Technician	SPOA	A	\$ 20.03	\$ 1,736	\$ 3,473	\$ 41,671
		B	\$ 21.03	\$ 1,823	\$ 3,645	\$ 43,742
		C	\$ 22.08	\$ 1,914	\$ 3,827	\$ 45,926
		D	\$ 23.18	\$ 2,009	\$ 4,019	\$ 48,223
		E	\$ 24.35	\$ 2,110	\$ 4,220	\$ 50,644
Police Dispatcher	SPOA	A	\$ 24.06	\$ 2,085	\$ 4,170	\$ 50,045
		B	\$ 25.25	\$ 2,189	\$ 4,377	\$ 52,528
		C	\$ 26.53	\$ 2,299	\$ 4,598	\$ 55,174
		D	\$ 27.85	\$ 2,413	\$ 4,827	\$ 57,920
		E	\$ 29.24	\$ 2,534	\$ 5,068	\$ 60,815
Police Officer	SPOA	A	\$ 31.79	\$ 2,755	\$ 5,511	\$ 66,126
		B	\$ 33.38	\$ 2,893	\$ 5,786	\$ 69,426
		C	\$ 35.05	\$ 3,037	\$ 6,075	\$ 72,899
		D	\$ 36.79	\$ 3,189	\$ 6,378	\$ 76,533
		E	\$ 38.64	\$ 3,349	\$ 6,698	\$ 80,377
Police Sergeant	SPOA	A	\$ 37.14	\$ 3,219	\$ 6,438	\$ 77,250
		B	\$ 39.00	\$ 3,380	\$ 6,760	\$ 81,119
		C	\$ 40.95	\$ 3,549	\$ 7,098	\$ 85,173
		D	\$ 42.99	\$ 3,726	\$ 7,452	\$ 89,425
		E	\$ 45.14	\$ 3,912	\$ 7,825	\$ 93,899

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
SEIU PHYSICAL/FIELD PERSONNEL						
Laborer	SEIU	A	\$ 16.85	\$ 1,460	\$ 2,920	\$ 35,041
		B	\$ 17.69	\$ 1,533	\$ 3,066	\$ 36,796
		C	\$ 18.58	\$ 1,610	\$ 3,220	\$ 38,637
		D	\$ 19.50	\$ 1,690	\$ 3,380	\$ 40,566
		E	\$ 20.48	\$ 1,775	\$ 3,549	\$ 42,593
Maintenance Worker I	SEIU	A	\$ 20.60	\$ 1,785	\$ 3,570	\$ 42,840
		B	\$ 21.62	\$ 1,874	\$ 3,748	\$ 44,978
		C	\$ 22.71	\$ 1,968	\$ 3,936	\$ 47,228
		D	\$ 23.84	\$ 2,066	\$ 4,132	\$ 49,588
		E	\$ 25.03	\$ 2,169	\$ 4,338	\$ 52,060
Maintenance Worker II	SEIU	A	\$ 26.28	\$ 2,277	\$ 4,555	\$ 54,656
		B	\$ 27.59	\$ 2,391	\$ 4,782	\$ 57,387
		C	\$ 28.97	\$ 2,511	\$ 5,021	\$ 60,255
		D	\$ 30.42	\$ 2,636	\$ 5,273	\$ 63,271
		E	\$ 31.94	\$ 2,768	\$ 5,536	\$ 66,435
Maintenance Worker III	SEIU	A	\$ 30.70	\$ 2,661	\$ 5,322	\$ 63,864
		B	\$ 32.24	\$ 2,794	\$ 5,588	\$ 67,053
		C	\$ 33.85	\$ 2,933	\$ 5,867	\$ 70,403
		D	\$ 35.54	\$ 3,080	\$ 6,160	\$ 73,925
		E	\$ 37.32	\$ 3,234	\$ 6,468	\$ 77,621
Senior Maintenance Worker	SEIU	A	\$ 31.48	\$ 2,728	\$ 5,456	\$ 65,471
		B	\$ 33.05	\$ 2,864	\$ 5,729	\$ 68,746
		C	\$ 34.70	\$ 3,008	\$ 6,015	\$ 72,182
		D	\$ 36.44	\$ 3,158	\$ 6,316	\$ 75,792
		E	\$ 38.26	\$ 3,316	\$ 6,632	\$ 79,586
Water Treatment Plant Operator/Maintenance Worker III	SEIU	A	\$ 32.11	\$ 2,783	\$ 5,565	\$ 66,781
		B	\$ 33.71	\$ 2,922	\$ 5,843	\$ 70,118
		C	\$ 35.40	\$ 3,068	\$ 6,136	\$ 73,629
		D	\$ 37.16	\$ 3,221	\$ 6,442	\$ 77,299
		E	\$ 39.02	\$ 3,382	\$ 6,764	\$ 81,168

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Amount	Hourly	Monthly
VOLUNTEER FIREFIGHTER STIPEND			
Emergency Call-Out	\$ 15.00		
Extended On Scene (Overtime)	\$ 20.00		
Firefighter Drill	\$ 15.00		
Captain Drill	\$ 18.00		
Volunteer Assistant Chief Drill	\$ 20.00		
Captain Weekend Standby	\$ 375.00		
Shift Pay	\$ 200.00		
TEMPORARY/SEASONAL UNCLASSIFIED POSITIONS			
Living Wage - Per Ordinance		\$ 17.02	
Landscape Laborer		\$ 17.02	
Office Assistant		\$ 17.02	
Per Diem Police Dispatcher Trainee		\$ 17.02	
Police Aide Trainee		\$ 17.02	
Video Recording Operator		\$ 17.02	
City Attorney			\$ 7,790
Part-time City Engineer		\$ 50.00	
Account Clerk (Temporary)		\$ 24.21	
Per Diem Police Dispatcher ¹		\$ 27.85	
Police Reserve Officer ²		\$ 31.79	

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; and

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, the City Council previously approved the City Pay Rates and Ranges document dated June 21, 2016 pursuant to Resolution No. 6092, and one position and salary changes has been subsequently approved; and

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

NOW, THEREFORE, BE IT RESOLVED that the salary range and steps contained in this resolution be amended and/or established and shall become effective on September 20, 2016;

IN COUNCIL DULY PASSED this 4th day of October, 2016.

VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Mayor Sarah Glade Gurney

ATTEST: _____
Mary Gourley, MMC, City Clerk

Approved as to Form:

Larry McLaughlin, City Attorney