

**CITY OF SEBASTOPOL
CITY COUNCIL
STAFF REPORT**

Meeting Date: October 17 2017
To: Honorable Mayor and City Councilmembers
From: Ana Kwong – Finance Director
James Conner – Police Captain
Subject: Pay Rates & Ranges
Recommendation Adopt and Approve Resolution Updating the City of Sebastopol Current Pay Rates and Ranges for Police Lieutenant Position
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 November 1, 2017 for the Lieutenant Position.

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: Upon the retirement of Chief Weaver, Captain Conner will be appointed Chief of Police, and will promote a current Police Sergeant to the second-in-command rank of Police Lieutenant. The City Council approved and updated the City’s Current Pay Rates and Ranges document on June 6, 2017. Since that date, a new appointment of the Police Lieutenant position and salary changes have been made 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 November 1, 2017 that incorporates the changes the Lieutenant position.

RECOMMENDATION: That the City Council Adopt and Approve the Resolution updating the Pay Rates and Ranges for the Police Lieutenant Position.

Attachment(s):
Pay Rates & Ranges
Resolution

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, upon the retirement of Chief Weaver, Captain Conner will be appointed Chief of Police, and will promote a current Police Sergeant to the second-in-command rank of Police Lieutenant; 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 6, 2017 pursuant to Resolution No. 6143, 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 shall become effective on November 1, 2017;

IN COUNCIL DULY PASSED this 17th day of October, 2017.

VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Mayor Una Glass

ATTEST: _____
Mary Gourley, MMC, Assistant City Manager/City Clerk

Approved as to Form:

Larry McLaughlin, City Attorney

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	\$ 62.60	\$ 5,426	\$ 10,851	\$ 130,213
		B	\$ 65.73	\$ 5,696	\$ 11,393	\$ 136,714
		C	\$ 69.01	\$ 5,981	\$ 11,962	\$ 143,549
		D	\$ 72.47	\$ 6,280	\$ 12,561	\$ 150,730
		E	\$ 76.09	\$ 6,594	\$ 13,188	\$ 158,257
Assistant City Manager/City Clerk	Appointed	A	\$ 54.37	\$ 4,712	\$ 9,425	\$ 113,094
		B	\$ 57.11	\$ 4,949	\$ 9,898	\$ 118,780
		C	\$ 59.98	\$ 5,198	\$ 10,396	\$ 124,749
		D	\$ 62.99	\$ 5,460	\$ 10,919	\$ 131,028
		E	\$ 66.16	\$ 5,733	\$ 11,467	\$ 137,604
City Clerk	Appointed	A	\$ 52.92	\$ 4,586	\$ 9,173	\$ 110,074
Finance Director	Unrepresented	B	\$ 55.57	\$ 4,816	\$ 9,631	\$ 115,578
		C	\$ 58.35	\$ 5,057	\$ 10,113	\$ 121,361
		D	\$ 61.27	\$ 5,310	\$ 10,620	\$ 127,435
		E	\$ 64.33	\$ 5,575	\$ 11,150	\$ 133,801
Building Official	Unrepresented	A	\$ 47.39	\$ 4,107	\$ 8,214	\$ 98,572
		B	\$ 49.76	\$ 4,312	\$ 8,624	\$ 103,493
		C	\$ 52.24	\$ 4,528	\$ 9,056	\$ 108,667
		D	\$ 54.86	\$ 4,754	\$ 9,509	\$ 114,107
		E	\$ 57.60	\$ 4,992	\$ 9,984	\$ 119,813
Engineering Director Planning Director	Unrepresented	A	\$ 53.20	\$ 4,611	\$ 9,221	\$ 110,658
		B	\$ 55.86	\$ 4,841	\$ 9,682	\$ 116,187
		C	\$ 58.65	\$ 5,083	\$ 10,166	\$ 121,995
		D	\$ 61.58	\$ 5,337	\$ 10,675	\$ 128,094
		E	\$ 64.66	\$ 5,604	\$ 11,208	\$ 134,499
Fire Chief	Unrepresented	A	\$ 53.74	\$ 4,657	\$ 9,314	\$ 111,774
		B	\$ 56.42	\$ 4,890	\$ 9,779	\$ 117,353
		C	\$ 59.24	\$ 5,134	\$ 10,269	\$ 123,225
		D	\$ 62.21	\$ 5,391	\$ 10,782	\$ 129,388
		E	\$ 65.32	\$ 5,661	\$ 11,321	\$ 135,855
Police Chief	Unrepresented	A	\$ 54.67	\$ 4,738	\$ 9,476	\$ 113,714
		B	\$ 57.40	\$ 4,975	\$ 9,950	\$ 119,395
		C	\$ 60.27	\$ 5,224	\$ 10,447	\$ 125,368
		D	\$ 63.29	\$ 5,485	\$ 10,970	\$ 131,645
		E	\$ 66.46	\$ 5,759	\$ 11,519	\$ 138,227

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi- Monthly	Monthly	Annually
MANAGEMENT						
Public Works Superintendent	Unrepresented	A	\$ 51.85	\$ 4,494	\$ 8,988	\$ 107,853
		B	\$ 54.44	\$ 4,718	\$ 9,437	\$ 113,242
		C	\$ 57.17	\$ 4,954	\$ 9,909	\$ 118,903
		D	\$ 60.02	\$ 5,202	\$ 10,404	\$ 124,848
		E	\$ 63.02	\$ 5,462	\$ 10,924	\$ 131,090

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
MID-MANAGEMENT						
Assistant Planner	Unrepresented	A	\$ 31.69	\$ 2,746	\$ 5,492	\$ 65,905
		B	\$ 33.27	\$ 2,883	\$ 5,767	\$ 69,202
		C	\$ 34.93	\$ 3,028	\$ 6,055	\$ 72,664
		D	\$ 36.68	\$ 3,179	\$ 6,358	\$ 76,291
		E	\$ 38.51	\$ 3,338	\$ 6,676	\$ 80,108
Assistant Public Works Superintendent Engineering Manager	Unrepresented	A	\$ 41.23	\$ 3,573	\$ 7,146	\$ 85,751
		B	\$ 43.29	\$ 3,752	\$ 7,503	\$ 90,038
		C	\$ 45.45	\$ 3,939	\$ 7,878	\$ 94,540
		D	\$ 47.72	\$ 4,136	\$ 8,271	\$ 99,257
		E	\$ 50.11	\$ 4,343	\$ 8,686	\$ 104,228
Police Captain	Unrepresented	A	\$ 44.28	\$ 3,838	\$ 7,675	\$ 92,100
		B	\$ 46.49	\$ 4,029	\$ 8,059	\$ 96,705
		C	\$ 48.82	\$ 4,231	\$ 8,462	\$ 101,540
		D	\$ 51.26	\$ 4,442	\$ 8,885	\$ 106,617
		E	\$ 53.82	\$ 4,665	\$ 9,329	\$ 111,948
Police Lieutenant	Unrepresented	A	\$ 45.76	\$ 3,966	\$ 7,931	\$ 95,176
		B	\$ 48.05	\$ 4,164	\$ 8,329	\$ 99,944
		C	\$ 50.45	\$ 4,372	\$ 8,745	\$ 104,937
		D	\$ 52.97	\$ 4,591	\$ 9,182	\$ 110,183
		E	\$ 55.62	\$ 4,821	\$ 9,641	\$ 115,695
Records Dispatcher Supervisor	Unrepresented	A	\$ 30.19	\$ 2,616	\$ 5,232	\$ 62,785
		B	\$ 31.70	\$ 2,747	\$ 5,494	\$ 65,930
		C	\$ 33.28	\$ 2,884	\$ 5,769	\$ 69,228
		D	\$ 34.95	\$ 3,029	\$ 6,057	\$ 72,690
		E	\$ 36.69	\$ 3,180	\$ 6,360	\$ 76,316

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
MISCELLANEOUS						
Office Assistant	Unrepresented	A	\$ 18.33	\$ 1,589	\$ 3,178	\$ 38,133
		B	\$ 19.25	\$ 1,668	\$ 3,336	\$ 40,035
		C	\$ 20.21	\$ 1,752	\$ 3,503	\$ 42,039
		D	\$ 21.22	\$ 1,839	\$ 3,679	\$ 44,144
		E	\$ 22.28	\$ 1,931	\$ 3,863	\$ 46,350
Account Clerk I	Unrepresented	A	\$ 20.52	\$ 1,778	\$ 3,556	\$ 42,673
		B	\$ 21.54	\$ 1,867	\$ 3,734	\$ 44,803
		C	\$ 22.62	\$ 1,960	\$ 3,921	\$ 47,048
		D	\$ 23.75	\$ 2,058	\$ 4,116	\$ 49,394
		E	\$ 24.94	\$ 2,161	\$ 4,322	\$ 51,867
Account Clerk II	Unrepresented	A	\$ 25.58	\$ 2,217	\$ 4,433	\$ 53,197
		B	\$ 26.86	\$ 2,328	\$ 4,656	\$ 55,867
		C	\$ 28.20	\$ 2,444	\$ 4,888	\$ 58,661
		D	\$ 29.61	\$ 2,566	\$ 5,132	\$ 61,590
		E	\$ 31.10	\$ 2,695	\$ 5,390	\$ 64,680
Administrative Assistant	Unrepresented	A	\$ 23.97	\$ 2,077	\$ 4,154	\$ 49,850
		B	\$ 25.17	\$ 2,181	\$ 4,362	\$ 52,349
		C	\$ 26.42	\$ 2,290	\$ 4,580	\$ 54,961
		D	\$ 27.75	\$ 2,405	\$ 4,809	\$ 57,713
		E	\$ 29.14	\$ 2,525	\$ 5,050	\$ 60,604
Senior Administrative Assistant	Unrepresented	A	\$ 27.87	\$ 2,416	\$ 4,832	\$ 57,979
		B	\$ 29.26	\$ 2,536	\$ 5,073	\$ 60,871
		C	\$ 30.73	\$ 2,663	\$ 5,326	\$ 63,914
		D	\$ 32.26	\$ 2,796	\$ 5,592	\$ 67,110
		E	\$ 33.88	\$ 2,936	\$ 5,873	\$ 70,470
Senior Administrative Assistant/Department Technician	Unrepresented	A	\$ 29.26	\$ 2,536	\$ 5,073	\$ 60,871
		B	\$ 30.73	\$ 2,663	\$ 5,326	\$ 63,914
		C	\$ 32.26	\$ 2,796	\$ 5,592	\$ 67,110
		D	\$ 33.88	\$ 2,936	\$ 5,873	\$ 70,470
		E	\$ 35.57	\$ 3,083	\$ 6,166	\$ 73,996
Junior Accountant	Unrepresented	A	\$ 31.69	\$ 2,746	\$ 5,492	\$ 65,905
		B	\$ 33.27	\$ 2,883	\$ 5,767	\$ 69,202
		C	\$ 34.93	\$ 3,028	\$ 6,055	\$ 72,664
		D	\$ 36.68	\$ 3,179	\$ 6,358	\$ 76,291
		E	\$ 38.51	\$ 3,338	\$ 6,676	\$ 80,108

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi- Monthly	Monthly	Annually
POLICE PERSONNEL						
Police Technician	SPOA	A	\$ 20.84	\$ 1,806	\$ 3,611	\$ 43,338
		B	\$ 21.87	\$ 1,896	\$ 3,791	\$ 45,492
		C	\$ 22.96	\$ 1,990	\$ 3,980	\$ 47,763
		D	\$ 24.11	\$ 2,090	\$ 4,179	\$ 50,152
		E	\$ 25.32	\$ 2,195	\$ 4,389	\$ 52,670
Police Dispatcher	SPOA	A	\$ 25.02	\$ 2,169	\$ 4,337	\$ 52,047
		B	\$ 26.26	\$ 2,276	\$ 4,552	\$ 54,629
		C	\$ 27.59	\$ 2,391	\$ 4,782	\$ 57,381
		D	\$ 28.96	\$ 2,510	\$ 5,020	\$ 60,236
		E	\$ 30.41	\$ 2,635	\$ 5,271	\$ 63,248
Police Lead Communications Dispatcher	SPOA	A	\$ 26.90	\$ 2,331	\$ 4,662	\$ 55,948
		B	\$ 28.24	\$ 2,447	\$ 4,894	\$ 58,731
		C	\$ 29.66	\$ 2,570	\$ 5,141	\$ 61,689
		D	\$ 31.13	\$ 2,698	\$ 5,397	\$ 64,759
		E	\$ 32.69	\$ 2,833	\$ 5,666	\$ 67,991
Police Officer	SPOA	A	\$ 32.75	\$ 2,838	\$ 5,676	\$ 68,110
		B	\$ 34.38	\$ 2,980	\$ 5,959	\$ 71,509
		C	\$ 36.10	\$ 3,129	\$ 6,257	\$ 75,086
		D	\$ 37.90	\$ 3,285	\$ 6,569	\$ 78,829
		E	\$ 39.80	\$ 3,450	\$ 6,899	\$ 82,788
Police Sergeant	SPOA	A	\$ 38.25	\$ 3,315	\$ 6,631	\$ 79,568
		B	\$ 40.17	\$ 3,481	\$ 6,963	\$ 83,552
		C	\$ 42.18	\$ 3,655	\$ 7,311	\$ 87,728
		D	\$ 44.28	\$ 3,838	\$ 7,676	\$ 92,107
		E	\$ 46.50	\$ 4,030	\$ 8,060	\$ 96,716

CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
SEIU PHYSICAL/FIELD PERSONNEL						
Laborer	SEIU	A	\$ 17.35	\$ 1,504	\$ 3,008	\$ 36,092
		B	\$ 18.22	\$ 1,579	\$ 3,158	\$ 37,900
		C	\$ 19.13	\$ 1,658	\$ 3,316	\$ 39,796
		D	\$ 20.09	\$ 1,741	\$ 3,482	\$ 41,782
		E	\$ 21.09	\$ 1,828	\$ 3,656	\$ 43,870
Maintenance Worker I	SEIU	A	\$ 21.21	\$ 1,839	\$ 3,677	\$ 44,125
		B	\$ 22.27	\$ 1,930	\$ 3,861	\$ 46,327
		C	\$ 23.39	\$ 2,027	\$ 4,054	\$ 48,644
		D	\$ 24.56	\$ 2,128	\$ 4,256	\$ 51,076
		E	\$ 25.78	\$ 2,234	\$ 4,469	\$ 53,622
Maintenance Worker II	SEIU	A	\$ 27.07	\$ 2,346	\$ 4,691	\$ 56,296
		B	\$ 28.42	\$ 2,463	\$ 4,926	\$ 59,109
		C	\$ 29.84	\$ 2,586	\$ 5,172	\$ 62,063
		D	\$ 31.33	\$ 2,715	\$ 5,431	\$ 65,169
		E	\$ 32.90	\$ 2,851	\$ 5,702	\$ 68,428
Maintenance Worker III	SEIU	A	\$ 31.63	\$ 2,741	\$ 5,482	\$ 65,780
		B	\$ 33.20	\$ 2,878	\$ 5,755	\$ 69,065
		C	\$ 34.86	\$ 3,021	\$ 6,043	\$ 72,515
		D	\$ 36.61	\$ 3,173	\$ 6,345	\$ 76,143
		E	\$ 38.44	\$ 3,331	\$ 6,662	\$ 79,949
Senior Maintenance Worker	SEIU	A	\$ 32.42	\$ 2,810	\$ 5,620	\$ 67,435
		B	\$ 34.04	\$ 2,950	\$ 5,901	\$ 70,809
		C	\$ 35.74	\$ 3,098	\$ 6,196	\$ 74,348
		D	\$ 37.53	\$ 3,253	\$ 6,505	\$ 78,065
		E	\$ 39.41	\$ 3,416	\$ 6,831	\$ 81,974
Water Treatment Plant Operator/Maintenance Worker III	SEIU	A	\$ 33.07	\$ 2,866	\$ 5,732	\$ 68,785
		B	\$ 34.72	\$ 3,009	\$ 6,018	\$ 72,222
		C	\$ 36.46	\$ 3,160	\$ 6,320	\$ 75,837
		D	\$ 38.28	\$ 3,317	\$ 6,635	\$ 79,618
		E	\$ 40.19	\$ 3,483	\$ 6,967	\$ 83,603