

**CITY OF SEBASTOPOL  
CITY COUNCIL  
STAFF REPORT**

**Meeting Date:** June 19, 2017  
**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 Approve and Adopt the Resolution Authorizing and Approving the City of Sebastopol Current Pay Rates and Ranges effective July 1, 2018.

**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:** Through the fiscal year 2018/19 budget process with various provisions for the cost of living adjustment for (Management, Mid-Management, and Unrepresented and Service Employees International Union (SEIU/Public Works) groups, those positions required salary adjustments. 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
<b>MANAGEMENT</b>						
City Manager	Appointed	A	\$ 65.11	\$ 5,643	\$ 11,285	\$ 135,421
		B	\$ 68.36	\$ 5,924	\$ 11,849	\$ 142,183
		C	\$ 71.77	\$ 6,220	\$ 12,441	\$ 149,291
		D	\$ 75.37	\$ 6,532	\$ 13,063	\$ 156,759
		E	\$ 79.13	\$ 6,858	\$ 13,716	\$ 164,588
Assistant City Manager/City Clerk	Appointed	A	\$ 56.55	\$ 4,901	\$ 9,802	\$ 117,624
		B	\$ 59.39	\$ 5,147	\$ 10,294	\$ 123,527
		C	\$ 62.38	\$ 5,406	\$ 10,812	\$ 129,742
		D	\$ 65.51	\$ 5,678	\$ 11,356	\$ 136,269
		E	\$ 68.80	\$ 5,963	\$ 11,926	\$ 143,108
City Clerk	Appointed	A	\$ 55.04	\$ 4,770	\$ 9,540	\$ 114,479
Finance Director	Unrepresented	B	\$ 57.79	\$ 5,008	\$ 10,016	\$ 120,195
		C	\$ 60.68	\$ 5,259	\$ 10,518	\$ 126,210
		D	\$ 63.72	\$ 5,522	\$ 11,045	\$ 132,538
		E	\$ 66.90	\$ 5,798	\$ 11,596	\$ 139,152
Building Official	Unrepresented	A	\$ 49.28	\$ 4,271	\$ 8,543	\$ 102,511
		B	\$ 51.74	\$ 4,484	\$ 8,969	\$ 107,628
		C	\$ 54.34	\$ 4,709	\$ 9,418	\$ 113,019
		D	\$ 57.05	\$ 4,945	\$ 9,889	\$ 118,672
		E	\$ 59.90	\$ 5,192	\$ 10,383	\$ 124,600
Engineering Director Planning Director	Unrepresented	A	\$ 55.33	\$ 4,795	\$ 9,590	\$ 115,078
		B	\$ 58.09	\$ 5,035	\$ 10,069	\$ 120,831
		C	\$ 61.00	\$ 5,286	\$ 10,573	\$ 126,872
		D	\$ 64.05	\$ 5,551	\$ 11,102	\$ 133,224
		E	\$ 67.25	\$ 5,828	\$ 11,656	\$ 139,876
Fire Chief	Unrepresented	A	\$ 55.88	\$ 4,843	\$ 9,687	\$ 116,239
		B	\$ 58.67	\$ 5,085	\$ 10,170	\$ 122,042
		C	\$ 61.61	\$ 5,340	\$ 10,680	\$ 128,157
		D	\$ 64.69	\$ 5,607	\$ 11,213	\$ 134,559
		E	\$ 67.93	\$ 5,887	\$ 11,774	\$ 141,286
Police Chief	Unrepresented	A	\$ 56.86	\$ 4,928	\$ 9,855	\$ 118,260
		B	\$ 59.70	\$ 5,174	\$ 10,348	\$ 124,176
		C	\$ 62.68	\$ 5,432	\$ 10,865	\$ 130,379
		D	\$ 65.82	\$ 5,704	\$ 11,409	\$ 136,906
		E	\$ 69.11	\$ 5,990	\$ 11,980	\$ 143,757

## CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
<b>MANAGEMENT</b>						
Public Works Superintendent	Unrepresented	A	\$ 53.93	\$ 4,674	\$ 9,348	\$ 112,170
		B	\$ 56.62	\$ 4,907	\$ 9,814	\$ 117,774
		C	\$ 59.45	\$ 5,153	\$ 10,305	\$ 123,664
		D	\$ 62.42	\$ 5,410	\$ 10,820	\$ 129,842
		E	\$ 65.54	\$ 5,680	\$ 11,361	\$ 136,332

## CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
<b>MID-MANAGEMENT</b>						
Assistant Planner	SEIU	A	\$ 32.95	\$ 2,856	\$ 5,712	\$ 68,540
		B	\$ 34.60	\$ 2,999	\$ 5,998	\$ 71,972
		C	\$ 36.33	\$ 3,149	\$ 6,297	\$ 75,566
		D	\$ 38.15	\$ 3,306	\$ 6,612	\$ 79,348
		E	\$ 40.06	\$ 3,472	\$ 6,943	\$ 83,316
Accounting Supervisor	Unrepresented	A	\$ 42.88	\$ 3,716	\$ 7,432	\$ 89,182
Assistant Public Works Superintendent		B	\$ 45.02	\$ 3,902	\$ 7,803	\$ 93,637
Engineering Manager		C	\$ 47.27	\$ 4,097	\$ 8,193	\$ 98,317
		D	\$ 49.63	\$ 4,301	\$ 8,602	\$ 103,222
		E	\$ 52.12	\$ 4,517	\$ 9,033	\$ 108,401
Police Captain	Unrepresented	A	\$ 51.80	\$ 4,490	\$ 8,979	\$ 107,752
		B	\$ 54.39	\$ 4,714	\$ 9,428	\$ 113,140
		C	\$ 57.11	\$ 4,950	\$ 9,900	\$ 118,797
		D	\$ 59.97	\$ 5,197	\$ 10,395	\$ 124,737
		E	\$ 62.97	\$ 5,457	\$ 10,914	\$ 130,974
Police Lieutenant	Unrepresented	A	\$ 47.59	\$ 4,124	\$ 8,248	\$ 98,979
		B	\$ 49.97	\$ 4,330	\$ 8,661	\$ 103,928
		C	\$ 52.46	\$ 4,547	\$ 9,094	\$ 109,124
		D	\$ 55.09	\$ 4,774	\$ 9,548	\$ 114,580
		E	\$ 57.84	\$ 5,013	\$ 10,026	\$ 120,309
Records Dispatcher Supervisor	Unrepresented	A	\$ 31.39	\$ 2,721	\$ 5,441	\$ 65,295
		B	\$ 32.96	\$ 2,857	\$ 5,714	\$ 68,565
		C	\$ 34.61	\$ 3,000	\$ 6,000	\$ 71,997
		D	\$ 36.34	\$ 3,150	\$ 6,299	\$ 75,591
		E	\$ 38.16	\$ 3,307	\$ 6,614	\$ 79,373

## CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
<b>MISCELLANEOUS</b>						
Office Assistant	SEIU	A	\$ 19.07	\$ 1,653	\$ 3,305	\$ 39,661
		B	\$ 20.02	\$ 1,735	\$ 3,469	\$ 41,633
		C	\$ 21.02	\$ 1,822	\$ 3,643	\$ 43,717
		D	\$ 22.07	\$ 1,913	\$ 3,826	\$ 45,914
		E	\$ 23.18	\$ 2,009	\$ 4,018	\$ 48,210
Account Clerk I	SEIU	A	\$ 21.34	\$ 1,849	\$ 3,698	\$ 44,379
		B	\$ 22.40	\$ 1,942	\$ 3,883	\$ 46,600
		C	\$ 23.53	\$ 2,039	\$ 4,078	\$ 48,934
		D	\$ 24.70	\$ 2,140	\$ 4,281	\$ 51,368
		E	\$ 25.93	\$ 2,247	\$ 4,495	\$ 53,939
Account Clerk II	SEIU	A	\$ 26.60	\$ 2,305	\$ 4,610	\$ 55,324
		B	\$ 27.94	\$ 2,421	\$ 4,842	\$ 58,107
		C	\$ 29.33	\$ 2,542	\$ 5,084	\$ 61,002
		D	\$ 30.79	\$ 2,669	\$ 5,337	\$ 64,047
		E	\$ 32.34	\$ 2,803	\$ 5,606	\$ 67,267
Administrative Assistant	SEIU	A	\$ 24.92	\$ 2,160	\$ 4,320	\$ 51,842
		B	\$ 26.17	\$ 2,268	\$ 4,536	\$ 54,438
		C	\$ 27.48	\$ 2,382	\$ 4,763	\$ 57,158
		D	\$ 28.85	\$ 2,501	\$ 5,001	\$ 60,016
		E	\$ 30.30	\$ 2,626	\$ 5,252	\$ 63,024
Senior Administrative Assistant	SEIU	A	\$ 28.99	\$ 2,513	\$ 5,025	\$ 60,303
		B	\$ 30.44	\$ 2,638	\$ 5,276	\$ 63,311
		C	\$ 31.96	\$ 2,770	\$ 5,539	\$ 66,468
		D	\$ 33.55	\$ 2,908	\$ 5,816	\$ 69,788
		E	\$ 35.24	\$ 3,054	\$ 6,108	\$ 73,295
Senior Administrative Assistant/Department Technician	SEIU	A	\$ 30.44	\$ 2,638	\$ 5,276	\$ 63,311
		B	\$ 31.96	\$ 2,770	\$ 5,539	\$ 66,468
		C	\$ 33.55	\$ 2,908	\$ 5,816	\$ 69,788
		D	\$ 35.24	\$ 3,054	\$ 6,108	\$ 73,295
		E	\$ 37.00	\$ 3,206	\$ 6,413	\$ 76,952
Junior Accountant	SEIU	A	\$ 32.95	\$ 2,856	\$ 5,712	\$ 68,540
		B	\$ 34.60	\$ 2,999	\$ 5,998	\$ 71,972
		C	\$ 36.33	\$ 3,149	\$ 6,297	\$ 75,566
		D	\$ 38.15	\$ 3,306	\$ 6,612	\$ 79,348
		E	\$ 40.06	\$ 3,472	\$ 6,943	\$ 83,316

## CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
<b>POLICE PERSONNEL</b>						
Police Technician	SPOA	A	\$ 20.83	\$ 1,806	\$ 3,611	\$ 43,332
		B	\$ 21.87	\$ 1,896	\$ 3,791	\$ 45,492
		C	\$ 22.96	\$ 1,990	\$ 3,980	\$ 47,760
		D	\$ 24.11	\$ 2,090	\$ 4,179	\$ 50,148
		E	\$ 25.32	\$ 2,195	\$ 4,389	\$ 52,668
		F	\$ 26.59	\$ 2,304	\$ 4,608	\$ 55,301
Police Dispatcher	SPOA	A	\$ 25.02	\$ 2,169	\$ 4,337	\$ 52,044
		B	\$ 26.26	\$ 2,276	\$ 4,552	\$ 54,624
		C	\$ 27.59	\$ 2,391	\$ 4,782	\$ 57,384
		D	\$ 28.96	\$ 2,510	\$ 5,020	\$ 60,240
		E	\$ 30.41	\$ 2,636	\$ 5,271	\$ 63,252
		F	\$ 31.93	\$ 2,767	\$ 5,535	\$ 66,415
Police Lead Communications Dispatcher	SPOA	A	\$ 26.90	\$ 2,331	\$ 4,662	\$ 55,944
		B	\$ 28.23	\$ 2,447	\$ 4,894	\$ 58,728
		C	\$ 29.66	\$ 2,571	\$ 5,141	\$ 61,692
		D	\$ 31.14	\$ 2,699	\$ 5,397	\$ 64,764
		E	\$ 32.69	\$ 2,833	\$ 5,666	\$ 67,992
		F	\$ 34.32	\$ 2,975	\$ 5,949	\$ 71,392
Police Officer	SPOA	A	\$ 32.75	\$ 2,838	\$ 5,676	\$ 68,112
		B	\$ 34.38	\$ 2,980	\$ 5,959	\$ 71,508
		C	\$ 36.10	\$ 3,129	\$ 6,257	\$ 75,084
		D	\$ 37.90	\$ 3,285	\$ 6,569	\$ 78,828
		E	\$ 39.80	\$ 3,450	\$ 6,899	\$ 82,788
		F	\$ 41.79	\$ 3,622	\$ 7,244	\$ 86,927
Police Sergeant	SPOA	A	\$ 38.26	\$ 3,316	\$ 6,631	\$ 79,572
		B	\$ 40.17	\$ 3,482	\$ 6,963	\$ 83,556
		C	\$ 42.18	\$ 3,656	\$ 7,311	\$ 87,732
		D	\$ 44.28	\$ 3,838	\$ 7,676	\$ 92,112
		E	\$ 46.50	\$ 4,030	\$ 8,060	\$ 96,720
		F	\$ 48.83	\$ 4,232	\$ 8,463	\$ 101,556

## CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Group	Step	Hourly	Semi-Monthly	Monthly	Annually
<b>SEIU PHYSICAL/FIELD PERSONNEL</b>						
Laborer	SEIU	A	\$ 18.05	\$ 1,564	\$ 3,128	\$ 37,540
		B	\$ 18.95	\$ 1,642	\$ 3,284	\$ 39,412
		C	\$ 19.90	\$ 1,724	\$ 3,449	\$ 41,384
		D	\$ 20.89	\$ 1,811	\$ 3,621	\$ 43,455
		E	\$ 21.94	\$ 1,901	\$ 3,802	\$ 45,627
Maintenance Worker I	SEIU	A	\$ 22.06	\$ 1,912	\$ 3,824	\$ 45,889
		B	\$ 23.17	\$ 2,008	\$ 4,015	\$ 48,185
		C	\$ 24.32	\$ 2,108	\$ 4,216	\$ 50,594
		D	\$ 25.54	\$ 2,213	\$ 4,426	\$ 53,115
		E	\$ 26.81	\$ 2,324	\$ 4,648	\$ 55,773
Maintenance Worker II	SEIU	A	\$ 28.15	\$ 2,439	\$ 4,879	\$ 58,544
		B	\$ 29.56	\$ 2,562	\$ 5,123	\$ 61,476
		C	\$ 31.03	\$ 2,689	\$ 5,379	\$ 64,547
		D	\$ 32.59	\$ 2,824	\$ 5,648	\$ 67,779
		E	\$ 34.21	\$ 2,965	\$ 5,930	\$ 71,161
Maintenance Worker III	SEIU	A	\$ 32.89	\$ 2,851	\$ 5,701	\$ 68,415
Senior Parks & Facilities Maintenance Worker III		B	\$ 34.53	\$ 2,993	\$ 5,985	\$ 71,822
C		\$ 36.26	\$ 3,142	\$ 6,285	\$ 75,417	
D		\$ 38.07	\$ 3,299	\$ 6,599	\$ 79,186	
E		\$ 39.97	\$ 3,464	\$ 6,928	\$ 83,142	
Senior Maintenance Worker	SEIU	A	\$ 33.72	\$ 2,922	\$ 5,845	\$ 70,138
		B	\$ 35.41	\$ 3,069	\$ 6,137	\$ 73,644
		C	\$ 37.18	\$ 3,222	\$ 6,444	\$ 77,326
		D	\$ 39.03	\$ 3,383	\$ 6,765	\$ 81,182
		E	\$ 40.99	\$ 3,552	\$ 7,104	\$ 85,251
Water Treatment Plant Operator/Maintenance Worker III	SEIU	A	\$ 34.39	\$ 2,981	\$ 5,961	\$ 71,535
		B	\$ 36.11	\$ 3,129	\$ 6,259	\$ 75,105
		C	\$ 37.92	\$ 3,286	\$ 6,573	\$ 78,874
		D	\$ 39.81	\$ 3,450	\$ 6,900	\$ 82,805
		E	\$ 41.80	\$ 3,623	\$ 7,246	\$ 86,948

## CITY OF SEBASTOPOL - PAY RATES AND RANGES

Job Classification	Amount	Hourly	Monthly
<b>VOLUNTEER FIREFIGHTER STIPEND</b>			
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	\$ 500.00		
Shift Pay	\$ 200.00		
<b>TEMPORARY/SEASONAL UNCLASSIFIED POSITIONS</b>			
Living Wage - Per Ordinance		\$ 17.98	
Landscape Laborer		\$ 17.98	
Office Assistant		\$ 17.98	
Per Diem Police Dispatcher Trainee		\$ 17.98	
Police Aide Trainee		\$ 17.98	
Video Recording Operator		\$ 17.98	
City Attorney			\$ 7,790
Part-time City Engineer		\$ 50.00	
Account Clerk (Temporary)		\$ 25.93	
Per Diem Police Dispatcher <sup>1</sup>		\$ 28.96	
Police Reserve Officer <sup>2</sup>		\$ 32.75	

<sup>1</sup> Based on Dispatcher Step D hourly rate without benefits or pay incentives

<sup>2</sup> 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, staff recommends that the City Council adopt the updated City Pay Rates and Ranges.

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 July 1, 2018;

IN COUNCIL DULY PASSED this 19<sup>th</sup> day of June, 2018.

VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: \_\_\_\_\_  
Mayor Patrick Slayster

ATTEST: \_\_\_\_\_  
Mary Gourley, MMC, Assistant City Manager / City Clerk

Approved as to Form:

\_\_\_\_\_  
Larry McLaughlin, City Attorney