



MEMORANDUM

TO: CITY COUNCIL

FROM: DEBBIE MALICOAT, DIRECTOR OF ADMINISTRATIVE SERVICES

SUBJECT: CONSIDERATION OF RESOLUTIONS ESTABLISHING SALARY AND BENEFITS FOR MANAGEMENT AND PART-TIME EMPLOYEES FOR FY 2017-18

DATE: JULY 25, 2017

RECOMMENDATION:

It is recommended the City Council:

- 1) Adopt the attached Resolution modifying pay rates and benefits for unrepresented Management employees; and
- 2) Adopt the attached Resolution modifying pay rates and benefits for unrepresented part-time employees.

SUMMARY OF ACTION:

Consideration of pay and benefit increases for non-represented employees.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

The recommended pay rate adjustments and benefit changes are projected to cost an additional \$94,400 annually in the General Fund, \$5,300 annually in the Water Fund, \$2,900 annually in the Sewer Fund and \$3,500 annually in the Streets Fund. These costs were included in the FY 2017-18 budget recently approved by the City Council.

BACKGROUND:

The City of Arroyo Grande has both full-time and part-time employees. Most full-time employees are represented by a bargaining unit (union) or are unrepresented Management employees. Part-time employees are also unrepresented. Therefore, adjustments to management and part-time pay rates do not occur as part of a formal negotiation process like they do for represented groups. The City is currently in negotiations with Service Employees International Union (SEIU) represented employees and has recently completed negotiations with the Police Officers' Association.

Management compensation is reviewed on an annual basis. The City's current salary and classification system strives to accomplish the following goals:

- Ensure that the City has the ability to attract and retain well-qualified personnel for all job classifications;
- Ensure that the City's compensation practices are competitive with those of comparable employers;

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- Provide defensibility to City salary ranges based on the pay practices of similar employers; and
- Ensure pay consistency and equity among related classes based on the duties and responsibilities assumed.

ANALYSIS OF ISSUES:

Based on previous direction from the City Council, the City contracted with Koff and Associates to perform a comprehensive analysis of the compensation practices related to other comparable employers. The results of that study will be presented at a future City Council meeting. However, based on the preliminary results, compensation for most management positions appears to be achieving the goals stated above, with most positions compensating employees at or near the median of the comparison agencies. There are three significant exceptions and adjustments to the Accounting Manager, Planning Manager and Building Official of 5% are recommended in order to move these positions closer to the median of their comparisons.

In addition, across-the-board salary adjustments of 2% to all management and part-time classifications is recommended in recognition of inflationary and “cost of living” factors. The City also provides medical, dental and vision insurance plans to eligible employees. Consistent with prior years, an increase to the City’s contribution for insurance by an amount equal to one-half of the increase for the lowest cost HMO plan offered by CalPERS, up to a maximum increase of 5% of the change in premium is recommended. Any increase in premiums above this amount will be the full responsibility of the employee. The proposed salary and benefit Resolution provides for this cost sharing formula. Based on health plan premiums recently released by CalPERS, the lowest cost HMO plan is expected to increase by approximately 12%; therefore the City’s contribution would increase by 5%, with the balance of the increase borne by employees.

Increasing part-time pay rates by the same percentage as full-time pay rates for FY 2017-18 is recommended. It is anticipated that future increases for many part-time positions will be required in order to comply with legislation that gradually increases the minimum wage in California to \$15 per hour by January 1, 2022.

ALTERNATIVES:

The following alternatives are provided for City Council consideration:

1. Approve staff recommendations;
2. Do not approve staff recommendations; or
3. Provide direction to staff.

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ADVANTAGES:

The City will have employee salaries and benefits that are compliant with current laws, provide for consistent and fair compensation to its employees, and reflect the job duties and assignments needed throughout the City.

DISADVANTAGES:

Additional costs will be incurred to implement this recommendation.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE ESTABLISHING WAGES AND BENEFITS FOR MANAGEMENT EMPLOYEES FOR FY 2017-18

WHEREAS, the City Council of the City of Arroyo Grande ("City") has established a system of classification for all positions within the City service with descriptive occupational titles used to identify and distinguish positions from one another based on job duties, essential functions, knowledge, skills, abilities and minimum requirements; and

WHEREAS, the City Council has established a system of compensation for the classification titles listed herein, based on resolutions and agreements as approved and adopted by the City Council; and

WHEREAS, the City Council deems it in the best interest of the City that compensation for management employees be adjusted as hereinafter provided.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Arroyo Grande that:

SECTION 1. AFFECTED EMPLOYEES

The wages and benefits set forth herein are to be provided to all management employees listed in Exhibit A.

SECTION 2. WAGES

The salary ranges for all affected job classes shall be as set forth on Exhibit A, which is attached hereto and by this reference made a part hereof. The salary ranges reflect a two percent (2.0%) salary increase for all positions effective July 14, 2017.

In addition, the ranges reflect equity adjustments of five percent (5.0%) for the Accounting Manager, Planning Manager and Building Official positions effective July 14, 2017.

SECTION 3. DEFERRED COMPENSATION

The City shall contribute \$600 per year to management employees and \$1,200 to department directors to a defined contribution supplemental retirement plan established in accordance with sections 401 (a) and 501 (a) of the Internal Revenue Code of 1986 and California Government Code sections 53215-53224.

SECTION 4. HEALTH PLAN BENEFITS

A. Cafeteria Plan

1. The City shall contribute an equal amount towards the cost of medical coverage under the Public Employee's Medical and Hospital Care Act (PEMHCA) for both active employees and retirees. The City's contribution toward coverage under PEMHCA shall be the statutory minimum contribution amount established by CalPERS on an annual basis.

2. Employees participating in the City's full flex cafeteria plan shall receive a flex dollar allowance to purchase group health coverage for medical, dental and vision under the City's Cafeteria Plan. For the period of July 1, 2017 through November 30, 2017, the monthly flex dollar allowance shall be:

For employee only:	\$665.19
For employee plus one dependent:	\$1,233.91
For employee + 2 or more dependents:	\$1,584.50

3. Effective December 2017 for the January 2018 premium, the City's total Cafeteria Plan contribution for the plan shall be:

For employee only:	\$692.70
For employee plus one dependent:	\$1,288.90
For employee + 2 or more dependents:	\$1,655.98

4. Employees who properly waive medical coverage under the Cafeteria Plan because he/she provided the City with written proof of alternative group health coverage that is compliant with the Affordable Care Act, can take flex dollars for the amount provided to employees enrolled for self alone (taxable income), deposit it into their 457 plan, or use it to purchase voluntary products. The flexible benefit dollars taken as cash may not be used to reimburse an employee for any premium expenses an employee may incur for an individual health insurance policy, including a policy purchased through Covered California.

5. The City reserves the right to alter the Cafeteria Plan should there be future Affordable Care Act guidance that affects the plan.

B. Medical Insurance

1. The base medical plan shall be defined as the lowest cost Health Maintenance Organization (HMO) program available through CalPERS in San Luis Obispo County. If availability of an HMO to the City is discontinued by the medical plan provider, the base plan shall

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become the basic PPO plan available to the City by the existing medical plan provider.

3. The City shall maintain health benefits through CalPERS for calendar year 2018.

C. Vision Insurance

The City shall provide a vision care plan for management employees. The City may select an alternate vision care provider during the term of this resolution providing that:

1. Any new plan maintains equivalent benefits to the employees; and
2. At least twenty-one (21) days advanced notice of plan changes are provided to affected employees.

D. Dental Insurance Plan

The City shall provide a dental plan of the City's choice for management employees. The City may select an alternate dental insurance plan provider during the term of this resolution providing that:

1. Any new plan maintains equivalent benefits to the employees; and
2. At least twenty-one (21) days advanced notice of plan changes are provided to affected employees.

SECTION 5. LIFE INSURANCE PLAN

- A. The City shall provide group term life insurance benefit plan for management employees, which shall provide for fifty thousand dollars (\$50,000) life and AD&D coverage during the term of their employment.
- B. The City shall make available additional voluntary life insurance coverage, at the employee's expense, as long as the minimum participation requirements of the insurance provider are met.

SECTION 6. SHORT AND LONG-TERM DISABILITY

The City shall provide a short and long-term disability plan for management employees during the term of their employment.

SECTION 7. RETIREMENT

A. PERS Retirement Contributions

1. G.C. Section 21354.4. The CalPERS 2.5% at Age 55 Retirement Plan shall be provided for non-sworn employees hired prior to December

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- 21, 2012. Non-sworn employees under this plan shall pay the full eight percent (8%) of the employee share of CalPERS.
2. G.C. Section 21354. The CalPERS 2.0% at Age 55 Retirement Plan shall be provided for non-sworn employees hired between December 21, 2012 and December 31, 2012, CalPERS "Classic" members hired on or after January 1, 2013, and those eligible for reciprocity hired on or after January 1, 2013. Non-sworn employees under this plan shall pay the full seven percent (7%) of the employee share of CalPERS.
 3. G.C. Section 7522.20. The CalPERS 2% @ 62 Retirement Plan shall be provided for new non-sworn employees hired on or after January 1, 2013 who are not CalPERS "Classic" employees and are not eligible for reciprocity. Non-sworn employees under this plan shall pay at least 50% of the total normal cost rate (currently 6.25%) of the employee share of CalPERS.
 4. G.C. Section 21362.2. The CalPERS Public Safety Officer 3% @ 50 Retirement Plan shall be provided for sworn personnel hired prior to December 9, 2011. Sworn employees under this plan shall pay the full nine percent (9%) of the employee share of CalPERS.
 5. G.C. Section 21363.1. The CalPERS Public Safety Officer 3% @ 55 Retirement Plan shall be provided for sworn employees hired between December 9, 2011 and December 31, 2012, CalPERS "Classic" members hired on or after January 1, 2013, and those eligible for reciprocity hired on or after January 1, 2013. Sworn employees under this plan shall pay the full nine percent (9%) of the employee share of CalPERS.
 6. G.C. Section 7522.25. The CalPERS Public Safety Officer 2.7% @ 57 Retirement Plan shall be provided for new sworn employees hired on or after January 1, 2013 who are not CalPERS "Classic" employees and are not eligible for reciprocity. Sworn employees under this plan shall pay at least 50% of the total normal cost rate (currently 11.5%) of the employee share of CalPERS.
 7. G.C. Sections 21024 and 21027. Employees may buy back, at their expense, retirement service credit for prior military service as permitted by PERS.
 8. G.C. Section 20042. For sworn employees hired prior to December 9, 2011 and non-sworn employees hired prior to December 21, 2012, retirement benefits are based on the highest single year compensation.
 9. G.C. Section 20037. For sworn employees hired on or after December 9, 2011 and non-sworn employees hired on or after

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December 21, 2012, retirement benefits are based on the highest average annual compensation earnable by a member during three consecutive years of employment.

10. G.C. Section 20965. Employees shall receive credit for unused sick leave.
11. G.C. Section 21548. The spouse of a deceased member, who was eligible to retire for service at the time of death, may elect to receive the Pre-Retirement Optional Settlement 2 Death Benefit.
12. Effective January 1, 2013, the Public Employees' Pension Reform Act of 2013 (PEPRA) shall apply to all sworn and non-sworn employees, as well as for employees transferring from other CalPERS or reciprocal agencies.

B. Retiree Medical

1. Employees who separate and retire within 120 days from City service shall be allowed to purchase medical insurance coverage through the City subject to applicable plan and PEMHCA requirements.
2. G.C. Section 22892. The City's contribution shall be an equal amount for both employees and annuitants, which shall be the minimum contribution amount established by CalPERS on an annual basis. The City's contribution shall be adjusted annually by the CalPERS Board to reflect any change in the medical care component of the Consumer Price Index, provided that the City is participating in the CalPERS Health Plan.
3. The City shall provide a supplemental contribution to employees that are: 1) employed on a full-time basis as of June 30, 2008 and who have been employed with the City on a full-time basis for five (5) years or more at the time of retirement; or 2) employed on a full-time basis after June 30, 2008 and who have been employed by the City on a full-time basis for ten (10) years or more at the time of retirement.

The supplemental contribution shall be equal to the difference between the minimum contribution amount established by CalPERS as set forth above in Section 4. A. 1. and the following amounts:

For single annuitant coverage:	\$175.10
For annuitant + 1 dependent:	\$302.85
For annuitant + 2 or more dependents:	\$376.79

SECTION 8. ANNUAL LEAVE

Regular, full-time management employees shall accrue Annual Leave with pay to be used as leave for vacation, illnesses, and other personal purposes. Management employees may accrue such paid leave as provided by this provision to be used in the future or may convert annual leave to salary compensation under the conditions contained in these regulations.

A. Accumulation Rates:

Management employees shall accrue annual based upon the following schedule:

1. Management employees with less than five (5) years of service shall earn annual leave at the rate of 29 days (232 hours) per year;
2. Management employees with five (5) to ten (10) years of service shall earn annual leave at the rate of 31 days (248 hours) per year;
3. Management employees with ten (10) to fifteen (15) years of service shall earn annual leave at the rate of 33 days (264 hours) per year; and
4. Management employees with over fifteen (15) years of service shall earn annual leave at the rate of 34 days (272 hours) per year.
5. New full-time management employees shall be granted fifty-six (56) hours of Annual Leave upon hiring. However, additional Annual Leave shall not be accumulated until after completion of three (3) months of continuous service. If a new management employee terminates during the first three months of employment, the Annual Leave balance shall reflect the actual amount that would have been accumulated at the established rate per pay period, less any usage. If the employee's usage of Annual Leave exceeds the adjusted accumulation amount, the employee shall refund the excess amount used. The refund to the City shall be equal to excess hours used times the employee's hourly salary compensation rate.

B. Maximum Accrual:

The maximum accrual of annual leave shall be 725 hours. If an employee has accrued the maximum number of hours, accrual of annual leave shall be discontinued. Accrual shall resume on the first day of the pay period following a reduction in the accrued balance below the maximum allowed.

C. Conversion to Salary:

Employees may convert a maximum of 48 hours of annual leave to salary compensation per year. Such conversions shall be allowed at the first pay period in July and at the first pay period in December of each year. In order to be eligible to convert annual leave to salary compensation, the employee must: a) convert a minimum of sixteen (16) hours to pay; and b) upon making the conversion to pay, the employee must be left with a minimum of 160 hours of annual leave.

Employees who are promoted or reclassified into a management position and were not subject to the annual leave program for the entire twelve (12) month period shall be allowed to include previous vacation and sick leave use as annual leave for the purpose of this provision.

D. Notification and Approval:

Annual leave shall be scheduled in advance by the employee whenever possible, subject to the approval of the department director. It is the responsibility of the employee to provide the supervisor or department director with reasonable notice of an absence. The department director shall have the authority to approve or deny the use of annual leave for any period of absence. The scheduling of the use of annual leave shall be by the department director with due regard to the wishes of the employee and particular regard for the needs of the City. Employees who are off for extended periods due to illness or injury may be required to provide a physician's statement authorizing their return to work.

Reasonable absences of less than eight (8) hours shall not be debited against annual leave for exempt employees. Such absences should have the prior approval of the employee's supervisor and/or City Manager.

E. Separation from Employment:

Management employees who separate their employment from the City shall have all annual leave accumulations converted to salary compensation at the employee's current rate. Compensation shall be paid in one lump sum. Annual leave shall not be used to extend an employee's actual date of separation. When notice is given by an employee that he/she is terminating, the use of annual leave shall be suspended. The only exception to this provision is that with the approval of the employee's supervisor, the employee may be granted short-term leave (one (1) to three (3) days) to attend to personal business. However, such short-term leaves may not be conducted consecutively and with a frequency to create in effect, a long-term leave.

F. Service Credit Conversion:

1. Upon retirement an employee may have unused annual leave converted to Service Credit with the Public Employees' Retirement System (PERS).
2. Annual leave shall be converted to sick leave for PERS at the rate of one (1) hour of annual leave equals one (1) hour of sick leave.
3. When unused annual leave is converted to sick leave, for a service credit conversion, an employee may not receive additional cash compensation for the unused leave.

G. Conversion of Sick leave and Vacation leave to Annual leave;

Employees who are promoted or reclassified into a management position shall convert their sick leave and vacation leave accumulation to annual leave.

1. Sick leave accumulations shall be converted to annual leave at the rate of one (1) hour of sick leave equals one-half (.5) hour of annual leave.
2. Vacation leave accumulations shall be converted to annual leave at the rate of one (1) hour of vacation leave equals one (1) hour of annual leave.

SECTION 9. HOLIDAYS

Management employees shall receive the following paid holidays:

New Year's Eve, December 31
New Year's Day, January 1
Martin Luther King Day, third Monday of January
Lincoln's Birthday, February 12 (or day of observance)
Washington's Birthday, third Monday of February
Memorial Day, the last Monday in May
Independence Day, July 4
Labor Day, the first Monday in September
Veteran's Day, November 11 (or day of observance)
Thanksgiving Day, fourth Thursday in November (or day of observance)
Day following Thanksgiving
Christmas Eve, December 24
Christmas Day, December 25
One Floating Day per Fiscal Year (employee choice with Supervisor approval)

Every day designated by the President, Governor, or Mayor for public observance as a special nonrecurring single event, such as the death of a national leader or end of war.

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All holidays in the above schedule that fall on a Saturday shall be observed on the preceding Friday; all holidays in the above schedule that fall on a Sunday shall be observed on the following Monday.

SECTION 9. VEHICLE ASSIGNMENT OR ALLOWANCE

Automobile allowance shall be provided in the amount of \$200 per month for the Director of Legislative and Information Services, Director of Administrative Services, and Director of Recreation Services and \$275 per month for the Director of Community Development. The Police Chief shall be assigned a take home City vehicle. The Director of Public Works shall be assigned a City vehicle for use during work hours.

SECTION 10. JURY DUTY

Management employees shall be granted leave with full pay and no loss in benefits when called for jury duty if the employee remits jury fees received for such jury duty. The employee may retain all travel pay or subsistence pay granted by the court because of the employee's participation in jury duty. The employee shall be responsible for notifying his/her supervisor as soon as possible upon receiving notice to appear for jury duty, make every reasonable effort to keep his/her supervisor advised as to the anticipated length of service, and return to work immediately following the end of jury duty service.

SECTION 11. BEREAVEMENT LEAVE

Management employees are entitled to a paid bereavement leave of absence, not to exceed five (5) days, in the event of the death of a member of the employee's immediate family, to include an employee's or spouse's parents, spouse, children, brother, sister, stepchildren, grandparents, grandchildren, aunt, uncle, son-in-law, daughter-in-law, step relatives described above, or any other person residing in the same household, for the purpose of attending the funeral and making other arrangements at the time the loss occurs. As a condition of granting leave for bereavement purposes, the appointing authority may request verification of the loss. Such leave is independent of annual leave. In order to receive this benefit, domestic partners must be registered with the Secretary of State.

SECTION 12. EMPLOYEE ASSISTANCE PLAN

The City shall provide an employee assistance plan for management employees and their dependents during the term of their employment.

SECTION 13. UNIFORM ALLOWANCE

The City shall provide annual cash allowances for ancillary uniforms and equipment items to the positions of Police Chief and Police Commander in the same amount and method as provided to the Arroyo Grande Police Officers' Association.

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SECTION 14. SAFETY SHOES

The City shall provide safety shoes to all employees with field work responsibilities in the amount and method specified in the Memorandum of Understanding between the City and Service Employees International Union Local 620 Arroyo Grande Chapter.

CITY OF ARROYO GRANDE
Management Salary Ranges
Effective 7/14/2017

<u>Range</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>	<u>Position</u>
M-10	Biweekly	1,269.23	1,405.62	1,542.00	
	Monthly	2,750.00	3,045.50	3,341.00	
	Annual	33,000.00	36,546.00	40,092.00	
M-11	Biweekly	1,299.69	1,440.00	1,580.31	
	Monthly	2,816.00	3,120.00	3,424.00	
	Annual	33,792.00	37,440.00	41,088.00	
M-12	Biweekly	1,332.46	1,476.69	1,620.92	
	Monthly	2,887.00	3,199.50	3,512.00	
	Annual	34,644.00	38,394.00	42,144.00	
M-13	Biweekly	1,365.69	1,513.38	1,661.08	
	Monthly	2,959.00	3,279.00	3,599.00	
	Annual	35,508.00	39,348.00	43,188.00	
M-14	Biweekly	1,399.85	1,551.00	1,702.15	Office Assistant I
	Monthly	3,033.00	3,360.50	3,688.00	
	Annual	36,396.00	40,326.00	44,256.00	
M-15	Biweekly	1,434.46	1,589.54	1,744.62	
	Monthly	3,108.00	3,444.00	3,780.00	
	Annual	37,296.00	41,328.00	45,360.00	
M-16	Biweekly	1,471.38	1,629.46	1,787.54	
	Monthly	3,188.00	3,530.50	3,873.00	
	Annual	38,256.00	42,366.00	46,476.00	
M-17	Biweekly	1,507.38	1,670.54	1,833.69	
	Monthly	3,266.00	3,619.50	3,973.00	
	Annual	39,192.00	43,434.00	47,676.00	
M-18	Biweekly	1,544.77	1,712.31	1,879.85	Office Assistant II
	Monthly	3,347.00	3,710.00	4,073.00	
	Annual	40,164.00	44,520.00	48,876.00	
M-19	Biweekly	1,583.08	1,754.54	1,926.00	
	Monthly	3,430.00	3,801.50	4,173.00	
	Annual	41,160.00	45,618.00	50,076.00	
M-20	Biweekly	1,623.69	1,798.85	1,974.00	
	Monthly	3,518.00	3,897.50	4,277.00	
	Annual	42,216.00	46,770.00	51,324.00	

CITY OF ARROYO GRANDE
Management Salary Ranges
Effective 7/14/2017

<u>Range</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>	<u>Position</u>
M-21	Biweekly	1,664.31	1,844.08	2,023.85	
	Monthly	3,606.00	3,995.50	4,385.00	
	Annual	43,272.00	47,946.00	52,620.00	
M-22	Biweekly	1,705.38	1,889.31	2,073.23	
	Monthly	3,695.00	4,093.50	4,492.00	
	Annual	44,340.00	49,122.00	53,904.00	
M-23	Biweekly	1,749.23	1,937.54	2,125.85	
	Monthly	3,790.00	4,198.00	4,606.00	
	Annual	45,480.00	50,376.00	55,272.00	
M-24	Biweekly	1,792.15	1,985.31	2,178.46	Administrative Secretary
	Monthly	3,883.00	4,301.50	4,720.00	
	Annual	46,596.00	51,618.00	56,640.00	
M-25	Biweekly	1,836.46	2,035.15	2,233.85	
	Monthly	3,979.00	4,409.50	4,840.00	
	Annual	47,748.00	52,914.00	58,080.00	
M-26	Biweekly	1,883.08	2,086.38	2,289.69	
	Monthly	4,080.00	4,520.50	4,961.00	
	Annual	48,960.00	54,246.00	59,532.00	
M-27	Biweekly	1,929.23	2,138.31	2,347.38	
	Monthly	4,180.00	4,633.00	5,086.00	
	Annual	50,160.00	55,596.00	61,032.00	
M-28	Biweekly	1,977.69	2,191.38	2,405.08	
	Monthly	4,285.00	4,748.00	5,211.00	
	Annual	51,420.00	56,976.00	62,532.00	
M-29	Biweekly	2,027.08	2,246.31	2,465.54	Executive Secretary
	Monthly	4,392.00	4,867.00	5,342.00	
	Annual	52,704.00	58,404.00	64,104.00	
M-30	Biweekly	2,077.85	2,302.38	2,526.92	Executive Asst./Deputy City Clerk
	Monthly	4,502.00	4,988.50	5,475.00	
	Annual	54,024.00	59,862.00	65,700.00	
M-31	Biweekly	2,130.46	2,360.54	2,590.62	
	Monthly	4,616.00	5,114.50	5,613.00	
	Annual	55,392.00	61,374.00	67,356.00	

CITY OF ARROYO GRANDE
Management Salary Ranges
Effective 7/14/2017

<u>Range</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>	<u>Position</u>
M-32	Biweekly	2,184.00	2,419.15	2,654.31	
	Monthly	4,732.00	5,241.50	5,751.00	
	Annual	56,784.00	62,898.00	69,012.00	
M-33	Biweekly	2,238.00	2,479.85	2,721.69	Assistant Planner
	Monthly	4,849.00	5,373.00	5,897.00	
	Annual	58,188.00	64,476.00	70,764.00	
M-34	Biweekly	2,293.85	2,541.92	2,790.00	
	Monthly	4,970.00	5,507.50	6,045.00	
	Annual	59,640.00	66,090.00	72,540.00	
M-35	Biweekly	2,351.54	2,604.69	2,857.85	
	Monthly	5,095.00	5,643.50	6,192.00	
	Annual	61,140.00	67,722.00	74,304.00	
M-36	Biweekly	2,410.62	2,670.23	2,929.85	
	Monthly	5,223.00	5,785.50	6,348.00	
	Annual	62,676.00	69,426.00	76,176.00	
M-37	Biweekly	2,470.15	2,737.15	3,004.15	Associate Planner
	Monthly	5,352.00	5,930.50	6,509.00	
	Annual	64,224.00	71,166.00	78,108.00	
M-38	Biweekly	2,532.00	2,805.46	3,078.92	
	Monthly	5,486.00	6,078.50	6,671.00	
	Annual	65,832.00	72,942.00	80,052.00	
M-39	Biweekly	2,594.77	2,874.69	3,154.62	
	Monthly	5,622.00	6,228.50	6,835.00	
	Annual	67,464.00	74,742.00	82,020.00	
M-40	Biweekly	2,660.77	2,947.62	3,234.46	
	Monthly	5,765.00	6,386.50	7,008.00	
	Annual	69,180.00	76,638.00	84,096.00	
M-41	Biweekly	2,726.31	3,021.00	3,315.69	
	Monthly	5,907.00	6,545.50	7,184.00	
	Annual	70,884.00	78,546.00	86,208.00	
M-42	Biweekly	2,794.62	3,096.46	3,398.31	
	Monthly	6,055.00	6,709.00	7,363.00	
	Annual	72,660.00	80,508.00	88,356.00	

CITY OF ARROYO GRANDE
Management Salary Ranges
Effective 7/14/2017

<u>Range</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>	<u>Position</u>
M-43	Biweekly	2,864.77	3,174.00	3,483.23	Public Works Supervisor
	Monthly	6,207.00	6,877.00	7,547.00	
	Annual	74,484.00	82,524.00	90,564.00	
M-44	Biweekly	2,936.31	3,253.38	3,570.46	Accounting Manager Planning Manager
	Monthly	6,362.00	7,049.00	7,736.00	
	Annual	76,344.00	84,588.00	92,832.00	
M-45	Biweekly	3,008.77	3,334.62	3,660.46	
	Monthly	6,519.00	7,225.00	7,931.00	
	Annual	78,228.00	86,700.00	95,172.00	
M-46	Biweekly	3,084.92	3,417.69	3,750.46	
	Monthly	6,684.00	7,405.00	8,126.00	
	Annual	80,208.00	88,860.00	97,512.00	
M-47	Biweekly	3,162.92	3,504.00	3,845.08	Utilities Manager
	Monthly	6,853.00	7,592.00	8,331.00	
	Annual	82,236.00	91,104.00	99,972.00	
M-48	Biweekly	3,240.92	3,590.54	3,940.15	Information Technology Manager
	Monthly	7,022.00	7,779.50	8,537.00	
	Annual	84,264.00	93,354.00	102,444.00	
M-49	Biweekly	3,322.15	3,680.54	4,038.92	Capital Improvement Projects Manager
	Monthly	7,198.00	7,974.50	8,751.00	
	Annual	86,376.00	95,694.00	105,012.00	
M-50	Biweekly	3,405.23	3,772.85	4,140.46	Director of Legislative and Information Services Director of Recreation Services Human Resources Manager
	Monthly	7,378.00	8,174.50	8,971.00	
	Annual	88,536.00	98,094.00	107,652.00	
M-51	Biweekly	3,490.62	3,867.46	4,244.31	Building Official
	Monthly	7,563.00	8,379.50	9,196.00	
	Annual	90,756.00	100,554.00	110,352.00	
M-52	Biweekly	3,577.38	3,963.92	4,350.46	
	Monthly	7,751.00	8,588.50	9,426.00	
	Annual	93,012.00	103,062.00	113,112.00	
M-53	Biweekly	3,667.38	4,062.92	4,458.46	
	Monthly	7,946.00	8,803.00	9,660.00	
	Annual	95,352.00	105,636.00	115,920.00	

CITY OF ARROYO GRANDE
Management Salary Ranges
Effective 7/14/2017

<u>Range</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>	<u>Position</u>
M-54	Biweekly	3,758.77	4,164.46	4,570.15	
	Monthly	8,144.00	9,023.00	9,902.00	
	Annual	97,728.00	108,276.00	118,824.00	
M-55	Biweekly	3,853.38	4,269.00	4,684.62	
	Monthly	8,349.00	9,249.50	10,150.00	
	Annual	100,188.00	110,994.00	121,800.00	
M-56	Biweekly	3,949.85	4,376.08	4,802.31	
	Monthly	8,558.00	9,481.50	10,405.00	
	Annual	102,696.00	113,778.00	124,860.00	
M-56-A	Biweekly	3,969.69	4,398.00	4,826.31	Police Commander
	Monthly	8,601.00	9,529.00	10,457.00	
	Annual	103,212.00	114,348.00	125,484.00	
M-57	Biweekly	4,047.23	4,484.31	4,921.38	
	Monthly	8,769.00	9,716.00	10,663.00	
	Annual	105,228.00	116,592.00	127,956.00	
M-58	Biweekly	4,149.23	4,596.92	5,044.62	
	Monthly	8,990.00	9,960.00	10,930.00	
	Annual	107,880.00	119,520.00	131,160.00	
M-59	Biweekly	4,252.15	4,711.85	5,171.54	City Engineer
	Monthly	9,213.00	10,209.00	11,205.00	
	Annual	110,556.00	122,508.00	134,460.00	
M-60	Biweekly	4,359.69	4,830.46	5,301.23	
	Monthly	9,446.00	10,466.00	11,486.00	
	Annual	113,352.00	125,592.00	137,832.00	
M-61	Biweekly	4,468.62	4,950.69	5,432.77	
	Monthly	9,682.00	10,726.50	11,771.00	
	Annual	116,184.00	128,718.00	141,252.00	
M-62	Biweekly	4,578.92	5,073.92	5,568.92	
	Monthly	9,921.00	10,993.50	12,066.00	
	Annual	119,052.00	131,922.00	144,792.00	
M-63	Biweekly	4,693.85	5,200.62	5,707.38	Director of Administrative Services Director of Community Development Director of Public Works
	Monthly	10,170.00	11,268.00	12,366.00	
	Annual	122,040.00	135,216.00	148,392.00	

CITY OF ARROYO GRANDE
Management Salary Ranges
Effective 7/14/2017

<u>Range</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>	<u>Position</u>
M-64	Biweekly	4,810.62	5,330.77	5,850.92	
	Monthly	10,423.00	11,550.00	12,677.00	
	Annual	125,076.00	138,600.00	152,124.00	
M-65	Biweekly	4,932.46	5,464.38	5,996.31	
	Monthly	10,687.00	11,839.50	12,992.00	
	Annual	128,244.00	142,074.00	155,904.00	
M-66	Biweekly	5,054.31	5,600.08	6,145.85	
	Monthly	10,951.00	12,133.50	13,316.00	
	Annual	131,412.00	145,602.00	159,792.00	
M-66-A	Biweekly	5,079.23	5,628.00	6,176.77	Police Chief
	Monthly	11,005.00	12,194.00	13,383.00	
	Annual	132,060.00	146,328.00	160,596.00	
M-67	Biweekly	5,180.77	5,740.85	6,300.92	
	Monthly	11,225.00	12,438.50	13,652.00	
	Annual	134,700.00	149,262.00	163,824.00	
M-68	Biweekly	5,311.38	5,884.85	6,458.31	
	Monthly	11,508.00	12,750.50	13,993.00	
	Annual	138,096.00	153,006.00	167,916.00	
M-69	Biweekly			7,022.31	City Manager
	Monthly			15,215.00	
	Annual			182,580.00	

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF ARROYO GRANDE ADOPTING COMPENSATION
ADJUSTMENTS FOR PART-TIME EMPLOYEES**

WHEREAS, the City Council of the City of Arroyo Grande (“City”) deems it in the best interest of the City and in order to ensure compliance with State law, that compensation for part-time employees be adjusted as hereinafter provided.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Arroyo Grande that:

1. Salary ranges for part-time employee classifications shall be adjusted as designated in Exhibit “A” attached hereto and incorporated herein by this reference, to be effective for the pay period beginning July 14, 2017.
2. All other part-time employee salary and benefit terms and conditions remain in full force and effect.

On motion of Council Member _____, seconded by Council Member _____, and on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:

the foregoing Resolution was passed and adopted this 25th day of July, 2017.

**RESOLUTION NO.
PAGE 2**

JIM HILL, MAYOR

ATTEST:

KELLY WETMORE, CITY CLERK

APPROVED AS TO CONTENT:

JAMES A. BERGMAN, CITY MANAGER

APPROVED AS TO FORM:

HEATHER WHITHAM, CITY ATTORNEY

**PART-TIME EMPLOYEES SALARIES
Effective 7-14-17**

	HOURLY RATE			
	Step A	Step B	Step C	Step D
<u>POLICE DEPARTMENT</u>				
Designated Level I Reserve Officer	\$31.62	\$33.20	\$34.86	\$36.60
Fleet & Equipment Technician	\$22.66	\$23.80	\$24.99	\$26.24
Training Technician	\$22.66	\$23.80	\$24.99	\$26.24
Neighborhood Services Technician	\$20.23	\$21.24	\$22.30	\$23.41
Police Reserve Officer	\$25.30	\$26.56	\$27.89	\$29.28
Records Clerk	\$18.77	\$19.71	\$20.69	\$21.73
Police Reserve Officer Trainee	\$21.22	\$22.28	\$23.39	\$24.56
Administrative Intern (Cadet)	\$12.53	\$13.15	\$13.81	\$14.50
<u>RECREATION SERVICES DEPARTMENT</u>				
Volunteer and Program Coordinator	\$21.38	\$22.45	\$23.57	\$24.75
Pre School Teacher	\$14.26	\$14.97	\$15.72	\$16.51
AM/PM Teacher	\$14.26	\$14.97	\$15.72	\$16.51
AM/PM Assistant Teacher	\$12.96	\$13.61	\$14.29	\$15.01
AM/PM Assistant II	\$11.78	\$12.37	\$12.99	\$13.64
AM/PM Assistant I	\$10.71	\$11.25	\$11.81	\$12.40
Senior Facility Attendant	\$11.78	\$12.37	\$12.99	\$13.64
Facility Attendant	\$10.71	\$11.25	\$11.81	\$12.40
Sports Facility Maintenance	\$10.71	\$11.25	\$11.81	\$12.40
<u>MISCELLANEOUS</u>				
Administrative Intern	\$12.53	\$13.15	\$13.81	\$14.50
Administrative Secretary	\$21.43	\$22.50	\$23.63	\$24.81
Associate Engineer	\$30.89	\$32.43	\$34.05	\$35.75
Assistant Engineer	\$28.08	\$29.48	\$30.96	\$32.51
Associate Planner	\$28.96	\$30.41	\$31.93	\$33.52
Assistant Planner	\$26.76	\$28.10	\$29.51	\$30.98
Building Permit Technician	\$23.00	\$24.15	\$25.36	\$26.63
Planning Technician	\$23.00	\$24.15	\$25.36	\$26.63
Custodian	\$15.54	\$16.32	\$17.14	\$18.00
Maintenance Worker	\$15.54	\$16.32	\$17.14	\$18.00
Sr. Office Assistant	\$18.77	\$19.71	\$20.69	\$21.73
Office Assistant II	\$17.82	\$18.71	\$19.65	\$20.63
Office Assistant I	\$15.25	\$16.01	\$16.81	\$17.65
Student Intern (seasonal)	\$10.50			