

Voting Session

Second Reading Ordinance Adopting a Pay Structure for Staff of the City of Takoma Park That Are Not Members of a Collective Bargaining Unit

Recommended Council ActionApprove Second Reading Ordinance

Context with Key Issues

In accordance with Chapter 4.04, Article 4 of the Takoma Park City Code, the City maintains a position classification plan and pay schedule for City employees. Approximately every three years, a compensation and classification study is conducted to ensure that positions are placed into appropriate grades and that wage scales for the positions reflect market wage scales. Wage scales for the following eight municipalities are defined to be the market that is comparable to Takoma Park: Gaithersburg and Rockville in Montgomery County; Bowie, College Park, Greenbelt, Hyattsville and Laurel in Prince George's County; and Annapolis in Anne Arundel County.

When the last compensation and classification study was conducted in 2015, the wage scales for many Takoma Park positions were very low for the area market. A three-year phasing plan was developed to bring salaries up to a market-competitive level. The system put into place at that time was found to be largely effective as the 2019 study demonstrated that most positions were within the market range for FY19. Still, however, several positions were identified as needing to have their grade or salary range adjusted, and some adjustments were made for internal equity reasons.

The City's consultant, Management Advisory Group International, Inc., used a proprietary system to develop the grade and step system for the positions. Since this grid varied from that used by the previous consultant, employees' salaries needed to be placed on the new grid. In determining the FY20 wages by employee, most employees were moved to the step just above their FY19 wage, and then advanced one step (representing a 1.5% increase) for FY20. If the total increase was not at least 2.4% greater than their FY19 wage, they were moved one additional step. The minimum increase for management level staff (Grade 122 and above) was 2.0%. These adjustments are assuming that an employee receives a "Meets Expectations" rating on their annual evaluation. Employees who receive a "Distinguished" rating are advanced one additional step within the grade. (Employees who receive an "Unsatisfactory" rating do not receive an increase above the "snap to the grid" step.)

Several City positions are paid at levels higher than the market. No full-time position is paid a salary lower than \$40,000, so many City laborer positions receive pay higher than the area market wage. Pay for part-time staff is consistent with the provisions of the Montgomery County minimum wage law, which is higher than the minimum wage for Prince George's and Anne Arundel Counties. Interns receive pay based on their education level and their pay is increased as the lower level wages are increased.

Prepared by: Suzanne R. Ludlow, City Manager Posted 2019-07-11

Because of the uncertainty of the region's economy in the past few years, the collective bargaining agreements for the City's two unions call for annual wage negotiations. These negotiations are underway. Wages for the City employees that are not covered by a collective bargaining agreement are effective July 1. This ordinance allows for the wages based on the proposed pay structure to take effect. Separate ordinances will be brought forward to Council when wage negotiations with the unions are concluded.

Positions that are not covered by a collective bargaining agreement include most management positions (eg, department heads, senior staff, Police officers at the Sergeant rank and above), positions considered confidential, and most part-time positions. Several management positions continue to be represented by a collective bargaining agreement. The City Manager is paid at a level set by the City Council; the position is not included in the pay structure proposed here for adoption.

Council Priority

Fiscally Sustainable Government; Engaged, Responsive & Service-oriented Government

Environmental Considerations

Appropriate pay for City staff positions assists in attracting and retaining excellent staff who will best carry out Council goals.

Fiscal Considerations

Appropriate pay for City staff positions assists in retaining excellent staff. Retention of staff can save money in the long run by reducing expenditures for recruitment and training. The base increase in staff wages is approximately \$60,000 for the full-time staff not covered by a collective bargaining agreement, which is an average increase of about 3.3%. (This amount is likely to increase some when vacant positions are filled, as some new employees may have a starting salary above the minimum for the range based on experience.) Part-time and substitute staff in the Library and City TV increase from FY19 hourly wages of \$14.35 to \$16.56 (depending on the position and years of service) to FY20 hourly wages of \$15.34 to \$17.03. Hourly rates for Recreation part-time staff ranged from \$12.25 to \$16.91 for FY19 and will be \$13.00 to \$17.66 for FY20. For FY19, the hourly wage was \$14 for those in an undergraduate program or with an undergraduate degree and \$17 for those in a graduate program or with a graduate degree. Since pay for interns had not been increased for two years, those rates are now being increased to \$15 and \$18 per hour, respectively, for FY20. Increases in wages also increase other benefit or personnel costs borne by the City. Wages generally increase every year unless a vacated position is filled by a new less-experienced employee. The Montgomery County minimum wage is scheduled to increase to \$14.00 in FY21 and \$15.00 in FY22.

Racial Equity Considerations

Of the 42 full-time staff not covered by a collective bargaining agreement, 24 are White, 14 are Black, 2 are Asian and 2 are Hispanic. (There are also six vacant positions.) Part-time staff not covered by a collective bargaining agreement include many recreation assistants, library substitutes, City TV assistants, and interns. The majority of these part-time staff are people of color.

Attachments and Links

Position Title and Salary Range by Grade Grade and Step Chart

Prepared by: Suzanne R. Ludlow, City Manager Posted 2019-07-11

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2019-22

ADOPTING PAY STRUCTURE FOR STAFF OF THE CITY OF TAKOMA PARK THAT ARE NOT MEMBERS OF A COLLECTIVE BARGAINING UNIT

- WHEREAS, in accordance with Chapter 4.04, Article 4 of the Takoma Park Code, the City maintains a position classification plan and pay schedule; and,
- WHEREAS, on a periodic basis, the City conducts classification and compensation studies to ensure that its pay scales are market competitive and that it is able to attract and retain high quality staff; and
- WHEREAS, Management Advisory Group International, Inc. assisted the City with updating its position descriptions, classification plan and pay structure and undertook a market salary survey; and
- WHEREAS, most salary ranges for City positions were found to be consistent with the market, but several positions had salary ranges below the market and required adjustment; and
- WHEREAS, funds for the wages of City staff consistent with the revised pay structure and market salaries were included in the FY20 City Budget adopted in May 2019; and
- WHEREAS, wage negotiations with the City's two collective bargaining units are underway but salaries for staff not represented by the unions can be adjusted as of July 1, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT the attached pay structure is adopted for staff that are not members of a collective bargaining unit and will remain effective until changed.

| Adopted | this | 17th | day | of July. | 2019 |
|---------|------|------|-----|----------|------|
| | | | | | |

Attest:

Jessie Carpenter, CMC City Clerk

FISCAL 2020 Salary Scale

Grade Range Grade Increase Step Increase 1.50% GRADE GRADE 105 106 31 915 00 32 393 73 32 879 63 33,372.83 33 873 42 34 381 52 34,897.24 35,420.70 35.952.01 36 491 29 37 038 66 37.594.24 38.158.15 38.730.53 39.311.48 39.901.16 40.499.67 41 107 17 41 723 78 42 349 63 42 984 88 43 629 65 44 284 10 44 948 36 45 622 58 46 306 92 47 001 52 47 706 55 48 422 15 49,148,48 49.885.71 50 633 99 105 106 51,605.90 34,013.41 34,523.61 35,041.47 35,567.09 36,100.59 36,642.10 37,191.74 37,749.61 38,315.86 38,890.59 39,473.95 41,277.06 42,524.66 43,809.97 44,467.11 45,134.12 47,195.77 52,379.99 33,510.75 40,066.06 40,667.05 41,896.21 43,162.53 45,811.13 46,498.30 47,903.71 48,622.27 49,351.60 50,091.88 50,843.25 53,165.69 107 108 35.186.29 35.714.08 36.249.79 36,793,54 37.345.44 37.905.62 38.474.21 39,051.32 39,637.09 40.231.65 40.835.12 41.447.65 42.069.36 42 700 41 43.340.91 43.991.02 44.650.89 45.320.65 46 000 46 46 690 47 47.390.83 48 101 69 48 823 22 49 555 56 50 298 90 51.053.38 51.819.18 52,596,47 53 385 42 54.186.20 54 998 99 55 823 97 107 36,945.60 37,499.79 38,062.28 38,633.22 39,212.72 39,800.91 40,397.92 41,003.89 41,618.95 42,243.23 42,876.88 43,520.03 44,172.83 44,835.43 45,507.96 46,190.58 46,883.43 47,586.69 48,300.49 49,024.99 49,760.37 50,506.77 51,264.38 52,033.34 52,813.84 53,606.05 54,410.14 55,226.29 56,054.69 56,895.51 57,748.94 58,615.17 109 38,792.88 39,374.78 39,965.40 40,564.88 41,173.35 41.790.95 42.417.82 43.054.08 43.699.89 44.355.39 45.020.72 45.696.03 46,381.47 47,077.20 47,783.35 48,500.10 49,227.61 49.966.02 50,715.51 51,476.24 52,248.39 53.032.11 53.827.59 54.635.01 55,454.53 56.286.35 57.130.65 57,987.61 58.857.42 59.740.28 60.636.39 61.545.93 40.732.53 41.343.51 41.963.67 42.593.12 43.232.02 43.880.50 44.538.71 45,206,79 45.884.89 46.573.16 47.271.76 47.980.84 48,700,55 49.431.06 50.172.52 50.925.11 51.688.99 52.464.32 53,251,29 54.050.06 54.860.81 55.683.72 56.518.97 57.366.76 58.227.26 59.100.67 59.987.18 60.886.99 61.800.29 62,727,30 63.668.21 64.623.23 111 42,769.15 43,410.69 44,722.78 45,393.62 46,074.52 46,765.64 47,467.13 48,179.13 49,635.35 50,379.88 51,135.58 52,681.15 53,471.37 54,273.44 55,087.54 55,913.85 56,752.56 57,603.85 58,467.90 59,344.92 60,235.10 61,138.62 62,055.70 62,986.54 63,931.34 65,863.66 66,851.62 67,854.39 44,061.85 48,901.82 51,902.61 64,890.31 44.907.61 45.581.22 46.264.94 46.958.92 47.663.30 48.378.25 49.103.92 49.840.48 50.588.09 51.346.91 52,117,11 52.898.87 53,692,35 54.497.74 55.315.21 56.144.93 56.987.11 57.841.91 58,709,54 59,590,19 60.484.04 61.391.30 62.312.17 63,246,85 64.195.55 65.158.49 66.135.87 67.127.90 68.134.82 69.156.84 70.194.20 71,247,11 112 74,809.47 47,152.99 47,860.29 48,578.19 49,306.86 50,797.16 51,559.12 52,332.51 53,117.49 53,914.26 54,722.97 55,543.82 56,376.97 57,222.63 58,080.97 58,952.18 59,836.46 60,734.01 61,645.02 62,569.70 63,508.24 64,460.86 65,427.78 66,409.19 67,405.33 68,416.41 69,442.66 70,484.30 71,541.56 72,614.69 73,703.91 49 510 64 50 253 30 51 007 10 51 772 21 52 548 79 53 337 02 54 137 08 54 949 13 55 773 37 56 609 97 57 459 12 58 321 01 59 195 82 60 083 76 60 985 01 61 899 79 62 828 29 63 770 71 64 727 27 65 698 18 66 683 65 67 683 91 68 699 17 69 729 65 70 775 60 71 837 23 72 914 79 74 008 51 75 118 64 76 245 42 77 389 10 78 549 94 115 51,986.17 52,765.96 53,557.45 54,360.82 55,176.23 56,003.87 56,843.93 57,696.59 59,440.47 60,332.07 61,237.06 64,034.27 64,994.78 65,969.70 67,963.64 70,017.84 72,134.13 73,216.14 74,314.38 75,429.09 76,560.53 77,708.94 78,874.57 80,057.69 81,258.56 82,477.44 58,562.04 62,155.61 63,087.95 66,959.25 68,983.09 71,068.10 116 117 54 585 48 55.404.26 56.235.33 57 078 86 57.935.04 58.804.07 59 686 13 60 581 42 61 490 14 62 412 49 63 348 68 64 298 91 65 263 39 66.242.34 67.235.98 68.244.52 69.268.19 70 307 21 71 361 82 72 432 24 73.518.73 74 621 51 75 740 83 76 876 94 78 030 10 79 200 55 80.388.56 81 594 39 82.818.30 84 060 58 85 321 49 86 601 31 57,314.75 58,174.48 61,744.27 66,516.11 67,513.85 79,527.87 81,931.60 84,407.99 89,587.56 60,831.79 63,610.49 65,533.12 68,526.56 71,656.74 72,731.60 73,822.57 77,194.66 80,720.79 83,160.58 85,674.11 88,263.61 90,931.37 59,047.09 59,932.80 62,670.43 64,564.65 69,554.46 70,597.78 74,929.91 76,053.86 78,352.58 86,959.22 118 60,180.49 61,083.20 61,999.45 62,929.44 63,873.38 64,831.48 65.803.95 66.791.01 67.792.88 68.809.77 69.841.92 70.889.55 71.952.89 73,032.18 74.127.67 75,239.58 76,368.18 77.513.70 78,676.40 79,856.55 81.054.40 82,270.21 83.504.27 84.756.83 86,028.18 87,318.61 88,628.38 89,957.81 91,307.18 92,676.79 94,066.94 95,477.94 119 98,770.28 100,251.84 63,189.52 64,137.36 65,099.42 68,073.06 70,130.56 71,182.52 74,434.02 75,550.53 79,001.56 82,610.22 83,849.38 85,107.12 87,679.48 90,329.59 91,684.54 93,059.80 94,455.70 95,872.54 97,310.62 119 66,075.91 67,067.05 69,094.15 72,250.26 73,334.01 76,683.79 77,834.05 80,186.58 81,389.38 86,383.72 88,994.67 69,379.71 75,862.77 68,354.39 71,476.71 72,548.86 73,637.09 77,000.71 78.155.73 79,328.06 80.517.98 81,725.75 82,951.64 84,195.91 85,458.85 88.041.85 89,362.47 92,063.45 93.444.41 94,846.07 97,712.79 99.178.49 105,264.43 121 69,666.44 70,711.44 71,772.11 72,848.69 73,941.42 75,050.54 76,176.30 77,318.95 78,478.73 79,655.91 80,850.75 82,063.51 83,294.46 84,543.88 85,812.04 87,099.22 88,405.71 89,731.79 91,077.77 92,443.94 93,830.60 95,238.06 96,666.63 98,116.63 99,588.38 101,082.20 102,598.43 104,137.41 105,699.47 107,284.96 108,894.24 110,527.65 121 76,491.13 77,638.49 90,102.64 91,454.18 92,825.99 94,218.38 97,066.13 98,522.13 99,999.96 123 76.807.25 77.959.36 79.128.75 80.315.68 81.520.42 82.743.22 83.984.37 85.244.14 86.522.80 87.820.64 89.137.95 90.475.02 91.832.15 93.209.63 94.607.77 96.026.89 97.467.29 98.929.30 100.413.24 101.919.44 103.448.23 104.999.96 106.574.96 108.173.58 109.796.18 111.443.13 113.114.77 114.811.50 116.533.67 118.281.67 120.055.90 121.856.74 123 84,331.4 88,183.59 89,506.35 90,848.94 94,998.77 96,423.75 97,870.11 99,338.16 100,828.23 102,340.66 103,875.77 105,433.90 107,015.41 108,620.64 111,903.70 113,582.26 115,285.99 117,015.28 118,770.51 120,552.07 124,195.76 80,647.62 81,857.33 83,085.19 85,596.44 86,880.39 92,211.68 93,594.85 110,249.95 125 126 84.680.00 85.950.20 87.239.45 88.548.04 89.876.26 91.224.41 92.592.77 93.981.66 95.391.39 96.822.26 98.274.59 99.748.71 101.244.94 102.763.62 104.305.07 105.869.65 107.457.69 109.069.56 110.705.60 112.366.18 114.051.68 115.762.45 117.498.89 119.261.37 121.050.29 122.866.05 124.709.04 126.579.67 128.478.37 130.405.54 132.361.63 134.347.05 125 88,914.00 90,247.71 91,601.42 92,975.44 94,370.07 95,785.63 97,222.41 98,680.75 100,160.96 101,663.37 103,188.32 104,736.15 106,307.19 107,901.80 109,520.32 111,163.13 112,830.58 114,523.03 116,240.88 117,984.49 119,754.26 121,550.57 123,373.83 125,224.44 127,102.81 129,009.35 130,944.49 132,908.66 134,902.29 136,925.82 138,979.71 141,064.40 127 93.359.70 94.760.09 96.181.49 97.624.22 99.088.58 100.574.91 102.083.53 103.614.78 105.169.01 106.746.54 108.347.74 109.972.95 111.622.55 113,296.89 114.996.34 116,721.29 118.472.10 120.249.19 122.052.92 123.883.72 125.741.97 127,628.10 129.542.52 131.485.66 133,457,95 135,459,82 137.491.71 139.554.09 141.647.40 143.772.11 145.928.69 148.117.62 127 98,027.68 99,498.10 100,990.57 102,505.43 104,043.01 105,603.65 107,187.71 108,795.52 110,427.46 112,083.87 113,765.13 115,471.60 117,203.68 118,961.73 120,746.16 122,557.35 124,395.71 126,261.65 128,155.57 130,077.90 132,029.07 134,009.51 136,019.65 138,059.95 140,130.85 142,232.81 144,366.30 146,531.79 148,729.77 150,960.72 153,225.13 155,523.51 129 130 102 929 06 104 473 00 106 040 10 107 630 70 109 245 16 110 883 83 112 547 09 114 235 30 115 948 83 117 688 06 119 453 38 121 245 18 123 063 86 124 909 82 126 783 47 128 685 22 130 615 50 132 574 73 134 563 35 136 581 80 138 630 53 140 709 98 142 820 63 144 962 94 147.137.39 149 344 45 151.584.61 153.858.38 156 166 26 158 508 75 160 886 39 163 299 68 129 130 111,342.10 113,012.23 114,707.42 116,428.03 123,572.46 127,307.44 147,745.48 171,464.66 108,075.52 109,696.65 118,174.45 119,947.06 121,746.27 125,426.05 129,217.05 131,155.31 133,122.64 135,119.48 137,146.27 139,203.46 141,291.52 143,410.89 145,562.05 149,961.67 152,211.09 154,494.26 156,811.67 159,163.85 161,551.30 163,974.57 166,434.19 168,930.70 131 113,479.29 115,181.48 116,909.21 118,662.84 120,442.79 122,249.43 124,083.17 125,944.42 127,833.58 129.751.09 131.697.35 133,672.81 135,677.91 137,713,07 139,778.77 141,875.45 144.003.58 146.163.64 148,356.09 150,581.43 152,840.16 155,132.76 157,459.75 159,821.64 162,218.97 164,652.25 167,122.04 169,628.87 172,173.30 174,755.90 177,377.24 180.037.90 131 119.153.26 120.940.56 122,754,67 124.595.99 126.464.93 128.361.90 130.287.33 132.241.64 134,225,26 136,238,64 138,282,22 140.356.45 142.461.80 144.598.73 146.767.71 148.969.22 151,203,76 153,471,82 155,773,90 158,110,51 160.482.16 162,889,40 165.332.74 167.812.73 170.329.92 172.884.87 175,478,14 178,110,31 180.781.97 183,493,70 186,246,10 189.039.79 132 133 147,374.28 132,788.17 136,801.69 138,853.72 140,936.53 143,050.57 145,196.33 149,584.89 156,417.69 158,763.95 163,562.59 166,016.03 168,506.27 171,033.86 173,599.37 176,203.36 178,846.41 181,529.11

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| GRADE | Α | В | С | D | E | F | G | н | ı | J | к | L | М | N | 0 | Р | Q | R | s | Т | U | ٧ | w | х | Y | Z | AA | AB | AC | AD | AE | AF | GRADE |
| 105 | 15.34 | 15.57 | 15.81 | 16.04 | 16.29 | 16.53 | 16.78 | 17.03 | 17.28 | 17.54 | 17.81 | 18.07 | 18.35 | 18.62 | 18.90 | 19.18 | 19.47 | 19.76 | 20.06 | 20.36 | 20.67 | 20.98 | 21.29 | 21.61 | 21.93 | 22.26 | 22.60 | 22.94 | 23.28 | 23.63 | 23.98 | 24.34 | 105 |
| 106 | 16.11 | 16.35 | 16.60 | 16.85 | 17.10 | 17.36 | 17.62 | 17.88 | 18.15 | 18.42 | 18.70 | 18.98 | 19.26 | 19.55 | 19.84 | 20.14 | 20.44 | 20.75 | 21.06 | 21.38 | 21.70 | 22.02 | 22.35 | 22.69 | 23.03 | 23.38 | 23.73 | 24.08 | 24.44 | 24.81 | 25.18 | 25.56 | 106 |
| 107 | 16.92 | 17.17 | 17.43 | 17.69 | 17.95 | 18.22 | 18.50 | 18.77 | 19.06 | 19.34 | 19.63 | 19.93 | 20.23 | 20.53 | 20.84 | 21.15 | 21.47 | 21.79 | 22.12 | 22.45 | 22.78 | 23.13 | 23.47 | 23.82 | 24.18 | 24.54 | 24.91 | 25.29 | 25.67 | 26.05 | 26.44 | 26.84 | 107 |
| 108 | 17.76 | 18.03 | 18.30 | 18.57 | 18.85 | 19.14 | 19.42 | 19.71 | 20.01 | 20.31 | 20.61 | 20.92 | 21.24 | 21.56 | 21.88 | 22.21 | 22.54 | 22.88 | 23.22 | 23.57 | 23.92 | 24.28 | 24.65 | 25.02 | 25.39 | 25.77 | 26.16 | 26.55 | 26.95 | 27.35 | 27.76 | 28.18 | 108 |
| 109 | 18.65 | 18.93 | 19.21 | 19.50 | 19.79 | 20.09 | 20.39 | 20.70 | 21.01 | 21.32 | 21.64 | 21.97 | 22.30 | 22.63 | 22.97 | 23.32 | 23.67 | 24.02 | 24.38 | 24.75 | 25.12 | 25.50 | 25.88 | 26.27 | 26.66 | 27.06 | 27.47 | 27.88 | 28.30 | 28.72 | 29.15 | 29.59 | 109 |
| 110 | 19.58 | 19.88 | 20.17 | 20.48 | 20.78 | 21.10 | 21.41 | 21.73 | 22.06 | 22.39 | 22.73 | 23.07 | 23.41 | 23.76 | 24.12 | 24.48 | 24.85 | 25.22 | 25.60 | 25.99 | 26.38 | 26.77 | 27.17 | 27.58 | 27.99 | 28.41 | 28.84 | 29.27 | 29.71 | 30.16 | 30.61 | 31.07 | 110 |
| 111 | 20.56 | 20.87 | 21.18 | 21.50 | 21.82 | 22.15 | 22.48 | 22.82 | 23.16 | 23.51 | 23.86 | 24.22 | 24.58 | 24.95 | 25.33 | 25.71 | 26.09 | 26.48 | 26.88 | 27.28 | 27.69 | 28.11 | 28.53 | 28.96 | 29.39 | 29.83 | 30.28 | 30.74 | 31.20 | 31.67 | 32.14 | 32.62 | 111 |
| 112 | 21.59 | 21.91 | 22.24 | 22.58 | 22.92 | 23.26 | 23.61 | 23.96 | 24.32 | 24.69 | 25.06 | 25.43 | 25.81 | 26.20 | 26.59 | 26.99 | 27.40 | 27.81 | 28.23 | 28.65 | 29.08 | 29.52 | 29.96 | 30.41 | 30.86 | 31.33 | 31.80 | 32.27 | 32.76 | 33.25 | 33.75 | 34.25 | 112 |
| 113 | 22.67 | 23.01 | 23.35 | 23.71 | 24.06 | 24.42 | 24.79 | 25.16 | 25.54 | 25.92 | 26.31 | 26.70 | 27.10 | 27.51 | 27.92 | 28.34 | 28.77 | 29.20 | 29.64 | 30.08 | 30.53 | 30.99 | 31.46 | 31.93 | 32.41 | 32.89 | 33.39 | 33.89 | 34.39 | 34.91 | 35.43 | 35.97 | 113 |
| 114 | 23.80 | 24.16 | 24.52 | 24.89 | 25.26 | 25.64 | 26.03 | 26.42 | 26.81 | 27.22 | 27.62 | 28.04 | 28.46 | 28.89 | 29.32 | 29.76 | 30.21 | 30.66 | 31.12 | 31.59 | 32.06 | 32.54 | 33.03 | 33.52 | 34.03 | 34.54 | 35.06 | 35.58 | 36.11 | 36.66 | 37.21 | 37.76 | 114 |
| 115 | 24.99 | 25.37 | 25.75 | 26.14 | 26.53 | 26.92 | 27.33 | 27.74 | 28.15 | 28.58 | 29.01 | 29.44 | 29.88 | 30.33 | 30.79 | 31.25 | 31.72 | 32.19 | 32.67 | 33.16 | 33.66 | 34.17 | 34.68 | 35.20 | 35.73 | 36.26 | 36.81 | 37.36 | 37.92 | 38.49 | 39.07 | 39.65 | 115 |
| 116 | 26.24 | 26.64 | 27.04 | 27.44 | 27.85 | 28.27 | 28.70 | 29.13 | 29.56 | 30.01 | 30.46 | 30.91 | 31.38 | 31.85 | 32.32 | 32.81 | 33.30 | 33.80 | 34.31 | 34.82 | 35.35 | 35.88 | 36.41 | 36.96 | 37.51 | 38.08 | 38.65 | 39.23 | 39.82 | 40.41 | 41.02 | 41.64 | 116 |
| 117 | 27.56 | 27.97 | 28.39 | 28.81 | 29.25 | 29.68 | 30.13 | 30.58 | 31.04 | 31.51 | 31.98 | 32.46 | 32.95 | 33.44 | 33.94 | 34.45 | 34.97 | 35.49 | 36.02 | 36.56 | 37.11 | 37.67 | 38.23 | 38.81 | 39.39 | 39.98 | 40.58 | 41.19 | 41.81 | 42.43 | 43.07 | 43.72 | 117 |
| 118 | 28.93 | 29.37 | 29.81 | 30.25 | 30.71 | 31.17 | 31.64 | 32.11 | 32.59 | 33.08 | 33.58 | 34.08 | 34.59 | 35.11 | 35.64 | 36.17 | 36.72 | 37.27 | 37.83 | 38.39 | 38.97 | 39.55 | 40.15 | 40.75 | 41.36 | 41.98 | 42.61 | 43.25 | 43.90 | 44.56 | 45.22 | 45.90 | 118 |
| 119 | 30.38 | 30.84 | 31.30 | 31.77 | 32.24 | 32.73 | 33.22 | 33.72 | 34.22 | 34.74 | 35.26 | 35.79 | 36.32 | 36.87 | 37.42 | 37.98 | 38.55 | 39.13 | 39.72 | 40.31 | 40.92 | 41.53 | 42.15 | 42.79 | 43.43 | 44.08 | 44.74 | 45.41 | 46.09 | 46.78 | 47.49 | 48.20 | 119 |
| 120 | 31.90 | 32.38 | 32.86 | 33.36 | 33.86 | 34.36 | 34.88 | 35.40 | 35.93 | 36.47 | 37.02 | 37.57 | 38.14 | 38.71 | 39.29 | 39.88 | 40.48 | 41.09 | 41.70 | 42.33 | 42.96 | 43.61 | 44.26 | 44.93 | 45.60 | 46.28 | 46.98 | 47.68 | 48.40 | 49.12 | 49.86 | 50.61 | 120 |
| 121 | 33.49 | 34.00 | 34.51 | 35.02 | 35.55 | 36.08 | 36.62 | 37.17 | 37.73 | 38.30 | 38.87 | 39.45 | 40.05 | 40.65 | 41.26 | 41.87 | 42.50 | 43.14 | 43.79 | 44.44 | 45.11 | 45.79 | 46.47 | 47.17 | 47.88 | 48.60 | 49.33 | 50.07 | 50.82 | 51.58 | 52.35 | 53.14 | 121 |
| 122 | 35.17 | 35.70 | 36.23 | 36.77 | 37.33 | 37.89 | 38.45 | 39.03 | 39.62 | 40.21 | 40.81 | 41.43 | 42.05 | 42.68 | 43.32 | 43.97 | 44.63 | 45.30 | 45.98 | 46.67 | 47.37 | 48.08 | 48.80 | 49.53 | 50.27 | 51.03 | 51.79 | 52.57 | 53.36 | 54.16 | 54.97 | 55.80 | 122 |
| 123 | 36.93 | 37.48 39.35 | 38.04 | 38.61 | 39.19 | 39.78 | 40.38 | 40.98 | 41.60 | 42.22 | 42.85 | 43.50 | 44.15 | 44.81 | 45.48 | 46.17 | 46.86 | 47.56 | 48.28 | 49.00 | 49.73 | 50.48 | 51.24 | 52.01 | 52.79 | 53.58 | 54.38 | 55.20 | 56.03 | 56.87 | 57.72 | 58.58 61.51 | 123 |
| 124 | 38.77 | | 39.94 | 40.54 | 41.15 | 41.77 | 42.40 | 43.03 | 43.68 | 44.33 | 45.00 | 45.67 | 46.36 | 47.05 | 47.76 | 48.48 | 49.20 | 49.94 | 50.69 | 51.45 | 52.22 | 53.00 | 53.80 | 54.61 | 55.43 | 56.26 | 57.10 | 57.96 | 58.83 | 59.71 | 60.61 | 01.01 | 124 |
| 125 | 40.71 42.75 | 41.32 43.39 | 41.94 44.04 | 42.57 44.70 | 43.21 45.37 | 43.86 46.05 | 44.52 46.74 | 45.18 47.44 | 45.86 48.15 | 46.55 48.88 | 47.25 49.61 | 47.96 50.35 | 48.68 51.11 | 49.41 51.88 | 50.15 52.65 | 50.90 | 51.66 54.25 | 52.44 55.06 | 53.22 55.89 | 54.02 56.72 | 54.83 57.57 | 55.66 58.44 | 56.49 59.31 | 57.34 60.20 | 58.20 61.11 | 59.07 62.02 | 59.96 | 60.86 63.90 | 61.77 64.86 | 62.69 65.83 | 63.64 66.82 | 64.59 67.82 | 125 |
| 126 127 | 44.88 | 45.56 | 46.24 | 46.93 | 45.57 | 48.35 | 49.08 | 49.81 | 50.56 | 51.32 | 52.09 | 52.87 | 53.66 | 54.47 | 55.29 | 53.44 56.12 | 56.96 | 57.81 | 58.68 | 59.56 | 60.45 | 61.36 | 62.28 | 63.21 | 64.16 | 65.12 | 62.95 66.10 | 67.09 | 68.10 | 69.12 | 70.16 | 71.21 | 120 |
| 128 | 47.13 | 47.84 | 48.55 | 49.28 | 50.02 | 50.77 | 51.53 | 52.31 | 53.09 | 51.32 | 54.69 | 55.52 | 56.35 | 57.19 | 58.05 | 58.92 | 59.81 | 60.70 | 61.61 | 62.54 | 63.48 | 64.43 | 65.39 | 66.37 | 67.37 | 68.38 | | 70.45 | 71.50 | 72.58 | 73.67 | 74.77 | 127 |
| 129 | 49.49 | 50.23 | 50.98 | 51.75 | 52.52 | 53.31 | 54.11 | 54.92 | 55.74 | 56.58 | 57.43 | 58.29 | 59.17 | 60.05 | 60.95 | 61.87 | 62.80 | 63.74 | 64.69 | 65.66 | 66.65 | 67.65 | 68.66 | 69.69 | 70.74 | 71.80 | 69.41 72.88 | 73.97 | 75.08 | 76.21 | 77.35 | 78.51 | 129 |
| 130 | 51.96 | 50.23 | 53.53 | 54.33 | 55.15 | 55.98 | 56.81 | 54.92 57.67 | 58.53 | 59.41 | 60.30 | 61.21 | 62.12 | 62.05 | 64.00 | 64.96 | 65.94 | 66.92 | 67.93 | 68.95 | 69.98 | 71.03 | 72.10 | 73.18 | 74.28 | 75.39 | 76.52 | 77.67 | 78.83 | 80.02 | 81.22 | 82.43 | 120 |
| 131 | 54.56 | 55.38 | 56.21 | 57.05 | 57.91 | 58.77 | 59.66 | 60.55 | 61.46 | 62.38 | 63.32 | 64.27 | 65.23 | 66.21 | 67.20 | 68.21 | 69.23 | 70.27 | 71.33 | 72.39 | 73.48 | 74.58 | 75.70 | 76.84 | 77.99 | 79.16 | 80.35 | 81.55 | 82.78 | 84.02 | 85.28 | 86.56 | 131 |
| 132 | 57.29 | 58.14 | 50.21 | 59.90 | 60.80 | 61.71 | 62.64 | 63.58 | 64.53 | 65.50 | 66.48 | 67.48 | 68.49 | 69.52 | 70.56 | 71.62 | 72.69 | 73.78 | 71.33 | 76.01 | 73.46 | 78.31 | 79.49 | 80.68 | 81.89 | 83.10 | 84.36 | 85.63 | 86.91 | 88.22 | 80.20 | 90.88 | 132 |
| 133 | 60.15 | 61.05 | 61.97 | 62.90 | 63.84 | 64.80 | 65.77 | 66.76 | 67.76 | 68.77 | 69.81 | 70.85 | 71.92 | 72.99 | 74.09 | 75.20 | 76.33 | 77.47 | 78.64 | 79.82 | 81.01 | 82.23 | 83.46 | 84.71 | 85.98 | 87.27 | 88.58 | 89.91 | 91.26 | 92.63 | 94.02 | 95.43 | 133 |
| 100 | 00.10 | 000 | 01.01 | 02.00 | 55.04 | 5 7.00 | 55.11 | 55.76 | 57.70 | 00.11 | 55.01 | . 5.05 | 52 | . 2.00 | . 1.03 | . 5.20 | . 0.00 | | . 5.04 | . 5.62 | 51.01 | 02.20 | 55.40 | 5 7.7 1 | 00.00 | 027 | 00.00 | 00.01 | 07.20 | 02.00 | 002 | 00.40 | .00 |

Position Title and Salary Range by Grade Fiscal Year 2020

Eff 7/1/19

| Eff 7/1/19 | | | | | |
|------------|--|---|--------------------|------------------|--------------------|
| Grade | Department | Position Title | Grade Minimum* | Market | Grade Maximum |
| 105* | D. II | 0 1 0 188 | \$31,915 | \$37,340 | \$50,633 |
| 100 | Police | Crossing Guard** | 622.544 | 620.207 | ¢F2.465 |
| 106 | I there is a | Library Chabanas | \$33,511 | \$39,207 | \$53,165 |
| | Library Public Works | Library Shelver** Custodian* | | | |
| 107 | PUDIIC WOIKS | Custoulan | \$35,186 | \$41,168 | \$55,823 |
| 107 | Public Works | Sanitation Technician* | 333,180 | 341,108 | \$33,623 |
| 109 | Fublic Works | Sanitation recinician | \$38,793 | \$45,387 | \$61,545 |
| 103 | Public Works | Garden Maintenance Technician* | 400).30 | <i>ψ</i> 15,507 | ψο2,5 i.5 |
| | Public Works | Right of Way Maintenance Technician* | | | |
| 110 | | | \$40,732 | \$47,657 | \$64,623 |
| | Finance | Accounting Assistant | | | |
| | Public Works | Custodial Crew Leader | | | |
| | Public Works | Equipment Operator | | | |
| | Public Works | Sanitation Driver | | | |
| 111 | | | \$42,769 | \$50,040 | \$67,854 |
| | Recreation | Customer Service and Passport Technician | | | |
| 112 | Various Departments | Administrative Assistant | \$44,907 | \$52,542 | \$71,246 |
| 112 | City Clerk | Records Specialist | \$44,907 | \$52,54 2 | \$71,246 |
| | Police | Parking Enforcement Officer | | | |
| | Police | Parking Records Assistant | | | |
| | Public Works | Right of Way Crew Leader | | | |
| 113 | | | \$47,153 | \$55,169 | \$74,809 |
| | Finance | Sr. Accounting Assistant | | | - |
| | Police | Property & Evidence Clerk | | | |
| | Police | Police Records Assistant | | | |
| | Police | Police Communications Officer | | | |
| 114 | | | \$49,510 | \$57,927 | \$78,549 |
| | City Clerk | Assistant City Clerk | | | |
| | Library | Instructional Library Associate | | | |
| | Library | Library Associate | | | |
| | Police Public Works | Code Enforcement Officer Building Maintenance Specialist | | | |
| | Public Works | Mechanic Mechanic | | | |
| 115 | rubiic Works | Wechanic | \$51,986 | \$60,824 | \$82,477 |
| 113 | Communications | Audio Visual Specialist | \$31,300 | ¥00,024 | 402,477 |
| | General Administration | Executive Assistant | | | |
| | Housing & Comm Dev | Licensing Specialist | | | |
| | Police | Crime Analyst | | | |
| | Police | Executive Assistant/Public Information Officer | | | |
| | Police | Logistics & Payroll Specialist | | | |
| | Recreation | Recreation Programs Coordinator | | | |
| | Recreation | Recreation Specialist | | | |
| 116 | | | \$54,585 | \$62,865 | \$86,601 |
| | Housing & Comm Dev | Arts Coordinator | | | |
| | Housing & Comm Dev | Housing Specialist | | | |
| | Housing & Comm Dev Housing & Comm Dev | Landlord Tenant Mediator Special Projects Coordinator - HCD | | | |
| | Human Resources | Human Resources Coordinator | | | |
| | Police | Sr. Code Enforcement Officer | | | |
| | Police | Sr. Police Communications Officer | | | |
| 117 | | | \$57,314 | \$67,058 | \$90,931 |
| | Finance | Accounting Supervisor | | | |
| | Human Resources | Human Resources Generalist | | | |
| | Police | Police Private | | | |
| | Police | Police Private First Class (6% increase over min) | | | |
| | Police | Victim/Witness Coordinator | | | |
| 118 | Recreation | Recreation Supervisor | ¢50.490 | ¢70.444 | ¢0F 477 |
| 118 | Library | Librarian | \$60,180 | \$70,411 | \$95,477 |
| | Housing & Comm Dev | Grants Coordinator | | | |
| | Public Works | Urban Forest Manager | | | |
| 119 | | | \$63,189 | \$73,931 | \$100,251 |
| | Finance | Budget Specialist | , | , ., | ,, |
| | Housing & Comm Dev | Planner | | | |
| | Police | Emergency & Policy/Procedures/Resources Manager | | | |
| | Police | Police Corporal | | | |
| | Public Works | Public Works Project Coordinator | | | |
| | Public Works | Right of Way Supervisor | | | |
| | Public Works | Construction Manager | | | |
| | Public Works | Vegetation Manager | | | |
| 120 | Public Works | Sanitation Supervisor | \$66,349 | \$77,628 | \$105,263 |
| 120 | Communications | Media Specialist | , you, 343 | \$11,020 | 7103,203 |
| | IT | Network Engineer | | | |
| | IT | Application & Hardware Administrator | | | |
| | Public Works | Equipment Maintenance Supervisor | | | |
| | Public Works | Facility Maintenance Supervisor | | | |
| 121 | | | \$69,666 | \$81,509 | \$110,527 |
| | Communications | Video Production Manager | | | |
| | Police | Neighborhood Services Team Manager | | | |
| 122 | | | \$73,149 | \$85,585 | \$116,053 |
| | Library | Library Manager - Children & Young Adult Services | | | |
| I | Library | Library Manager - Public Services | | | |
| | | | | | |

| Put Rec 124 Hoi Hoi Hoi Pol 126 Pol Put | blic Works ccreation busing & Comm Dev blice | Police Sergeant Sustainability Manager Recreation Programs Manager Community Development Manager - Economic Development Community Development Manager - Housing Community Development Manager - Planning Police Lieutenant | \$80,647 | \$94,357 | \$127,948 |
|--|---|---|-----------|-----------|-----------|
| Rec 124 Hoi Hoi Hoi Pol 126 | ousing & Comm Dev ousing & Comm Dev ousing & Comm Dev ousing & Comm Dev lice | Recreation Programs Manager Community Development Manager - Economic Development Community Development Manager - Housing Community Development Manager - Planning | | \$94,357 | \$127,948 |
| 124 Hoi Hoi Pol 126 Pol Put | ousing & Comm Dev ousing & Comm Dev ousing & Comm Dev dice | Community Development Manager - Economic Development Community Development Manager - Housing Community Development Manager - Planning | | \$94,357 | \$127,948 |
| Hoi Hoi Hoi Pol 126 Pol Puk | ousing & Comm Dev ousing & Comm Dev dlice | Community Development Manager - Housing Community Development Manager - Planning | | \$94,357 | \$127,948 |
| Hoi Pol 126 Pol Put | ousing & Comm Dev ousing & Comm Dev dlice | Community Development Manager - Housing Community Development Manager - Planning | | | |
| Hoi Pol 126 Pol Put | ousing & Comm Dev dice | Community Development Manager - Planning | | | |
| Pol 126 Pol Pub | lice | | | | |
| 126 Pol Pub | lice | Police Lieutenant | A | | |
| Pol Pub | | | | | |
| Pub | | | \$88,914 | \$104,029 | \$141,063 |
| | | Police Captain | | | |
| Doc | | City Engineer | | | |
| | creation | Assistant Recreation Director | | | |
| 128 | | | \$98,027 | \$114,692 | \$155,522 |
| | lice | Deputy Police Chief | | | |
| 130 | | | \$108,075 | \$126,448 | \$171,463 |
| | , | Director of Council Affairs | | | |
| | | Finance Director | | | |
| | • | Housing & Comm Dev Director | | | |
| | | Human Resources Director | | | |
| IT | | IT Director | | | |
| | | Library Director | | | |
| | | Public Works Director | | | |
| | creation | Recreation Director | | | |
| 131 | | | \$113,479 | \$132,770 | \$180,036 |
| | lice | Police Chief | | | |
| 133 | | | \$125,110 | \$146,379 | \$198,490 |
| Ger | eneral Administration | Deputy City Manager | | | |

- Full-time career staff earn at least \$40,000 annually. Minimum annualized salary is first step which is at least \$40,000.
- ** At the time of this report, only part-time staff filled this position.

NOTE:

As a Council priority, all full-time staff are to be paid an hourly rate which equates to an annualized salary of not less than \$40,000. The minimum annualized salary indicated in each grade is the first step which is at least \$40,000 within the adopted salary structure. As a result, some grades will have a slightly higher minimum than others.

Highlighted titles are those that are not represented by a collective bargaining unit. Several staff with titles that are not highlighted are also not represented by a collective bargaining agreement because of their part-time status. Several other positions are currently represented by a collective bargaining agreement until the incumbant leaves the position.