



## CITY COUNCIL AGENDA REPORT

**Meeting Date:** July 15, 2021

**From:** Abby Partin, Human Resources Administrator

**Subject:** Approval of Resolutions No. 2021-58 and 2021-59

Establishing the Classification of Communications and Digital Media Coordinator and Amending the Master Pay Schedule.

### **Community Goal/Result**

Community Building

Safety

Fiscally Prudent

### **Purpose**

Expand communication efforts by using more digital sources and alternative techniques to reach all segments of the community.

### **Recommendation**

Adopt Resolutions No. 2021-58 and 2021-59 by approving the following:

- Establish the Communications and Digital Media Coordinator classification;
- Amend the Master Pay Schedule; and
- Add Communications and Digital Media Coordinator to General Employees Association unit.

### **Background**

On May 6, 2021, staff presented to the City Council the mid-year budget which included a new position to the City's Communications program. Last year's fires and global pandemic provided a clear justification that our residents relied on the City to provide them with updates, via information sharing across various platforms and modes of communication. Events aforementioned also provided insight at how the City's current Communications program could grow in order to continue to support our adopted values, including Community Building and Safety.

### **Discussion**

The City's Communications program oversees print and electronic communication channels – the STAR, City website, Weekly Update, press releases, and social media platforms. Communications staff also works closely with the Parks and Recreation Department to ensure important community messages are reflected on the signboards located at the Community Park and at the Ridge, and the Office of Emergency Services to send out SMC Alerts during emergency situations. For social media, Communications staff utilize Facebook, Nextdoor, Instagram, Twitter, LinkedIn, and YouTube. Due to the information that's shared being important for the whole community to see, whether aged

18+ or 68+, it oftentimes needs to be re-packaged or re-formatted beforehand in order to reach community members on their platforms of choice. We have seen videos, whether livestreamed or pre-produced, get a high number of views from the public; being available to play back at a later time helps to drive this further. In order to continue providing timely, purposeful, and authentic communication, additional staffing support is needed.

The Communications Digital and Media Coordinator will be assisting the Communications Manager in the planning, development, implementation and administration of the City's communication plan and strategies.

Examples of the classification's duties are as follows:

- Producing videos (i.e. *Why I Work for Brisbane, Did You Know, State of the City*)
- Livestreaming/recording shorter city events
- Recording meetings by operating the cameras/equipment in the broadcast booth
- Helping oversee the upgrade to HD equipment
- Maintaining our YouTube channel and videos
- Providing visual enhancements of information/multimedia on the City's website
- Updating a social media content calendar
- Creating more stories for Instagram and Facebook

Staff provided the proposed job description to the General Employees Association unit for review and approval to include of the classification into the bargaining group.

### **Fiscal Impact**

The estimated cost of the new position is \$107,235, which has been incorporated in updated Fiscal Year 2021-22budget, presented in May 2021.

### **Measure of Success**

The City is able to maintain a stable and high quality workforce.

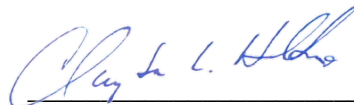
### **Attachments**

Resolution 2021-58

Resolution 2021-59



Abby Partin, Human Resources  
Administrator



Clay Holstine, City Manager

**RESOLUTION NO 2021- 58**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE  
AMENDING RESOLUTION 2001-11 TO INCLUDE THE CLASSIFICATION OF  
COMMUNICATIONS AND DIGITAL MEDIA COORDINATOR IN THE CLASS  
SPECIFICATION MANUAL**

**WHEREAS**, on February 13, 2001, the City Council approved Resolution 2001-11 establishing the Classifications and Pay Plan and approving the class descriptions included in Exhibit "A" of said resolution for development of the Class Specification Manual; and

**WHEREAS**, the City Manager has established the need for the new classification of Communications and Digital Media Coordinator; and

**WHEREAS**, the class description for Communications and Digital Media Coordinator was developed in cooperation with and has been approved by the City Manager; and

**WHEREAS**, this newly developed class description for Communications and Digital Media Coordinator meet the requirements established Rule 6.02b of the City of Brisbane Personnel Rules and Regulations for the Class Specification Manual.

**NOW, THEREFORE**, the City Council of the City of Brisbane resolves as follows:  
The class description for the classification of Communications and Digital Media Coordinator in Exhibit "A" is approved for inclusion in the Class Specification Manual.

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Karen Cunningham, Mayor

I hereby certify that the foregoing Resolution No. 2021-58 was duly and regularly adopted at a regular meeting of the Brisbane City Council on July 15, 2021, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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Ingrid Padilla, City Clerk

**RESOLUTION NO 2021- 59**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE  
AMENDING THE MASTER PAY SCHEDULES FOR ALL EMPLOYEES**

**WHEREAS**, the City of Brisbane contracts with the California Public Employees' Retirement System (CalPERS) to provide retirement benefits for its employees; and

**WHEREAS**, pursuant to California Code of Regulations, Title 2, Section 570.5, CalPERS requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule in accordance with public meeting laws; and

**WHEREAS**, the pay schedule must identify the position title for every employee position, the pay rate for each position title, and applicable time base for the pay rate; and

**WHEREAS**, the City Council of the City of Brisbane desires to approve and adopt a publicly available Master Pay Schedule, showing all established employee positions and pay rates, in accordance with the requirement of California Code of Regulations, Title 2 Section 570.5.

**NOW, THEREFORE**, the City Council of the City of Brisbane resolves as follows: The Master Pay Schedule is approved as set forth in Exhibit "B" and is incorporated by reference as though fully set forth herein.

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Karen Cunningham, Mayor

I hereby certify that the foregoing Resolution No. 2021-59 was duly and regularly adopted at a regular meeting of the Brisbane City Council on July 15, 2021, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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Ingrid Padilla, City Clerk

**CITY OF BRISBANE**  
**COMMUNICATIONS & DIGITAL MEDIA COORDINATOR**

**Definition**

Organizes and implements communication actions, activities, and messaging in order to grow City-owned pages and leverage the power of social media; produces videos and readies them for sharing across all owned platforms, including the City's website; maintains a content calendar to support strategic communications activities; and helps cultivate the City's relationships with the residents of Brisbane.

**Class Characteristics**

This classification is distinguished from all other classes by its responsibility for the day-to-day operation of communications programs, and by its coordinating, supervisory, and administrative duties for the assigned program.

**Supervision Received and Exercised**

Works directly with Communications Manager to assist in the planning, development, implementation, and administration of the City's communication plan and communication strategies.

**Examples of Important and Essential Duties** - *the duties described below are provided as examples and are not to be considered as exclusive or all inclusive:*

- Creates, reviews, edits, and/or distributes innovative and diverse communications tools in print or digital form, which may include flyers, brochures, ads, newsletters, graphics, and videos to expand visibility and awareness of emerging issues, programs, priorities, and progress on community, City Council and organizational goals, initiatives, and accomplishments.
- Develops compelling stories, messages, and visuals through a variety of mediums including video that attract and engage a digital audience while following the City's brand standards and communication style guidelines.
- Develops and executes editorial calendar for City-administered pages and website.
- Customizes outreach content and medium to each population/initiative as appropriate to enhance civic engagement.
- Optimizes City-administered pages within each platform to increase the visibility of the City's information and content.
- Records and broadcasts two meetings per month by operating the new HD cameras/hybrid meeting equipment in the Community Meeting Room's A/V booth.
- Provides visual enhancements of information and multimedia on the City's website.
- Provides timely responses to residents' and followers' queries and comments.
- Monitors the City's social media performance; uses data to develop and optimize marketing communications strategies.
- Takes photos and videos for City-administered sites and publications; maintains archives.
- Assists with production of monthly newsletter.
- Livestreams shorter city events.

**Qualifications**

**Knowledge of:**

- Techniques of effective, transparent, and timely communication and outreach.

- Structure and content of the English language, including spelling, punctuation, grammar, and rules of composition.
- Writing for digital platforms including web and social media.
- Photography and video techniques.
- Social media platforms and their respective participants (Facebook, Instagram, LinkedIn, Pinterest, YouTube, Twitter, etc.) and how they can be deployed in different scenarios.
- Social media best practices, content creation, online community engagement, and content management.
- Modern office procedures, methods, and computer equipment and software.
- Principles of outreach strategies and technologies, including social media and other web-based communication tools and technologies.
- Techniques for dealing effectively with the public and City staff, in person and over the telephone.

**Skill to:**

- Operate a variety of office equipment including computers and mobile equipment.
- Perform Word processing and database management with speed and accuracy.
- Work effectively and efficiently in a fast-paced environment, with time-sensitive situations and meet deadlines.

**Ability to:**

- Have a high attention to detail and coordinate multiple projects simultaneously while meeting project timelines.
- Respond to residents and address complaints/problems in a timely, accurate, courteous, respectful and friendly manner; understand the resident's needs and provide information by focusing on the customer.
- Communicate effectively, orally and in writing.
- Draft concise copy that conveys intended voice and tone.
- Foster an environment that embraces diversity, integrity, trust, and respect.
- Analyze situations quickly and objectively and determine proper course of action.
- Keep supervisor informed of all major issues and to recommend changes as appropriate.
- Work autonomously in developing and implementing communications plans and strategies.
- Attend evening meetings and/or work various shifts, including nights, weekends, and holidays.

**Education and Experience:** *Any combination of experience and education that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Education:** Bachelor's degree from an accredited college or university with major coursework in communications, marketing, journalism, web design, or a closely related field.

**Experience:** Minimum of three (3) years of increasingly responsible experience in multi-media/marketing communications or a related field; or equivalent technical training, education, and/or experience. Required experience to include content creation such as blogging, writing, and/or video, and photography. Practical experience in social media marketing or search engine optimization is desired. Additional experience in a professional or support capacity in a government department may be substituted for the required education on a year-for-year basis.

**Special Requirements:** In addition to the regular work schedule, this position may be required to work evenings and weekends for meetings or in situations of emergency for communications response and media monitoring.

Spanish and/or Chinese bilingual skills (speaking and writing) are highly desirable.

**Physical Demands:** Must possess the mobility to work in a standard office setting and use standard office equipment, including a computer, and to travel to different sites or locations and move up to 20 pounds; vision to read printed materials and computer screen; and hearing and speech to communicate in person and over the telephone.

Approved Date:

Resolution:

Revised Date:

Resolution:

Bargaining Unit: General Employees Association

Resolution:

Former Titles:

Abolished:

Exhibit B

Appendix A

City of Brisbane Master Pay Schedule  
Approved per Resolution No. 2021-59

Job Classification	Hourly Grade A	Hourly Grade B	Hourly Grade C	Hourly Grade D	Hourly Grade E	Monthly	Fixed Hourly	Hourly Range	Effective Date	Bargaining Group	FLSA Status
Accounting Assistant I	\$ 25.46	\$ 26.74	\$ 28.08	\$ 29.48	\$ 30.96				7/5/2021	General Employees	Non-Exempt
Accounting Assistant II	\$ 28.03	\$ 29.44	\$ 30.91	\$ 32.45	\$ 34.07				7/5/2021	General Employees	Non-Exempt
Administrative Assistant	\$ 33.68	\$ 35.37	\$ 37.13	\$ 38.99	\$ 40.94				7/5/2021	General Employees	Non-Exempt
Administrative Management Analyst	\$ 42.87	\$ 45.00	\$ 47.27	\$ 49.62	\$ 52.11				7/5/2021	Confidential Employee	Exempt
Administrative Services Director	\$ 86.56	\$ 90.88	\$ 95.43	\$ 100.19	\$ 105.22				7/5/2021	Confidential Management	Exempt
Assistant Engineer I	\$ 39.22	\$ 41.19	\$ 43.24	\$ 45.41	\$ 47.67				7/5/2021	General Employees	Non-Exempt
Assistant Engineer II	\$ 43.14	\$ 45.29	\$ 47.56	\$ 49.94	\$ 52.44				7/5/2021	General Employees	Non-Exempt
Assistant City Manager	\$ 99.54	\$ 104.51	\$ 109.75	\$ 115.22	\$ 121.00				7/5/2021	Confidential Management	Exempt
Assistant to the City Manager	\$ 66.33	\$ 69.64	\$ 73.13	\$ 76.78	\$ 80.63				7/5/2021	Executive Management	Exempt
Associate Civil Engineer	\$ 51.37	\$ 53.93	\$ 56.63	\$ 59.46	\$ 62.44				7/5/2021	Mid-Management/Professional	Exempt
Associate Planner	\$ 45.38	\$ 47.66	\$ 50.05	\$ 52.55	\$ 55.18				7/5/2021	General Employees	Non-Exempt
Cashier	\$ 13.51	\$ 14.19	\$ 14.90	\$ 15.64	\$ 16.43				7/5/2021	Unrepresented	Non-Exempt
C/CAG Stormwater Program Director	\$ 67.86	\$ 71.25	\$ 74.82	\$ 78.56	\$ 82.49				7/5/2021	Mid-Management/Professional	Exempt
City Clerk	\$ 53.67	\$ 56.36	\$ 59.17	\$ 62.14	\$ 65.24				7/5/2021	Executive Management	Exempt
City Manager	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 126.66		7/5/2021	Unrepresented	Exempt
Code Enforcement Officer	\$ 36.60	\$ 38.43	\$ 40.35	\$ 42.36	\$ 44.49				7/5/2021	General Employees	Non-Exempt
Communications Digital and Media Coordinator	\$ 34.37	\$ 36.08	\$ 37.89	\$ 39.78	\$ 41.77					General Employees	Non-Exempt
Communications Manager	\$ 50.14	\$ 52.78	\$ 55.55	\$ 58.48	\$ 61.55				7/5/2021	Mid-Management/Professional	Exempt
Community Development Director	\$ 83.70	\$ 87.89	\$ 92.29	\$ 96.91	\$ 101.76				7/5/2021	Executive Management	Exempt
Community Development Technician	\$ 34.37	\$ 36.08	\$ 37.89	\$ 39.78	\$ 41.77				7/5/2021	General Employees	Non-Exempt
Community Services Officer	\$ 29.96	\$ 31.90	\$ 33.49	\$ 35.17	\$ 36.92				7/5/2021	General Employees	Non-Exempt
Council Member	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00			7/5/2021	Elected Position	
Crossing Guard	\$ 13.57	\$ 14.25	\$ 14.98	\$ 15.71	\$ 16.50				7/5/2021	Unrepresented	Non-Exempt
Deputy City Clerk/Executive Assistant	\$ 40.35	\$ 42.37	\$ 44.49	\$ 46.72	\$ 49.05				7/5/2021	Confidential	Exempt
Deputy Director of Public Works	\$ 75.81	\$ 79.60	\$ 83.59	\$ 87.77	\$ 92.15				7/5/2021	Mid-Management/Professional	Exempt
Deputy Finance Director	\$ 67.86	\$ 71.25	\$ 74.82	\$ 78.56	\$ 82.49				7/5/2021	Mid-Management/Professional	Exempt
Director of Marina/Aquatics Services	\$ 55.56	\$ 58.34	\$ 61.26	\$ 64.32	\$ 67.53				7/5/2021	Executive Management	Exempt
Engineering Technician	\$ 37.80	\$ 39.70	\$ 41.68	\$ 43.75	\$ 45.95				7/5/2021	General Employees	Non-Exempt
Executive Administrative Assistant	\$ 34.91	\$ 36.65	\$ 38.48	\$ 40.41	\$ 42.43				7/5/2021	General Employees	Non-Exempt
Facility Attendant	\$ 17.33	\$ 18.19	\$ 19.10	\$ 20.06	\$ 21.06				7/5/2021	Unrepresented	Non-Exempt
Finance Director	\$ 82.84	\$ 86.98	\$ 91.33	\$ 95.91	\$ 100.69				7/5/2021	Confidential Management	Exempt
Financial Services Manager	\$ 58.62	\$ 61.54	\$ 64.62	\$ 67.86	\$ 71.26				7/5/2021	Mid-Management/Professional	Exempt
Fire Captain	\$ 40.93	\$ 42.97	\$ 45.13	\$ 47.38	\$ 49.75				7/5/2021	IAFF Local 2400	Non-Exempt
Fire Prevention Officer	\$ 50.45	\$ 52.99	\$ 55.63	\$ 58.41	\$ 61.33				7/5/2021	IAFF Local 2400	Non-Exempt
Fire Trainee	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 23.85		7/5/2021	IAFF Local 2400	Non-Exempt
Firefighter	\$ 34.25	\$ 35.96	\$ 37.76	\$ 39.64	\$ 41.62				7/5/2021	IAFF Local 2400	Non-Exempt
Firefighter/Paramedic	\$ 34.25	\$ 35.96	\$ 37.76	\$ 39.64	\$ 41.62				7/5/2021	IAFF Local 2400	Non-Exempt
Habitat Restoration Aide	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 12.00		7/5/2021	Unrepresented	Non-Exempt
Habitat Restoration Lead Worker	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15.00		7/5/2021	Unrepresented	Non-Exempt



Job Classification	Hourly Grade A	Hourly Grade B	Hourly Grade C	Hourly Grade D	Hourly Grade E	Monthly	Fixed Hourly	Hourly Range	Effective Date	Bargaining Group	FLSA Status
Harbormaster	\$ 47.27	\$ 49.62	\$ 52.11	\$ 54.71	\$ 57.45				7/5/2021	Mid-Management/Professional	Exempt
Head Lifeguard	\$ 20.77	\$ 21.82	\$ 22.90	\$ 24.06	\$ 25.25				7/5/2021	Unrepresented	Non-Exempt
History Project Asst	\$ 35.16	\$ 36.92	\$ 38.76	\$ 40.70	\$ 42.74				7/5/2021	Unrepresented	Non-Exempt
Human Resources Administrator	\$ 69.24	\$ 72.71	\$ 76.34	\$ 80.16	\$ 84.17				7/5/2021	Confidential	Exempt
Human Resources Technician	\$ 34.37	\$ 36.08	\$ 37.89	\$ 39.78	\$ 41.77				7/5/2021	General Employees	Non-Exempt
Information Technology & Systems Administrator	\$ 51.67	\$ 54.26	\$ 56.97	\$ 59.82	\$ 62.82				7/5/2021	Mid-Management/Professional	Exempt
Intern	\$ -	\$ -	\$ -	\$ -	\$ -			\$15.00 - \$20.00	7/5/2021	Unrepresented	Non-Exempt
Lifeguard	\$ 15.76	\$ 16.55	\$ 17.38	\$ 18.25	\$ 19.15				7/5/2021	Unrepresented	Non-Exempt
Management Analyst (Part-time)	\$ 38.87	\$ 40.83	\$ 42.86	\$ 45.00	\$ 47.25				7/5/2021	Unrepresented	Non-Exempt
Marina Maintenance Worker I	\$ 29.47	\$ 30.94	\$ 32.49	\$ 34.11	\$ 35.82				7/5/2021	General Employees	Non-Exempt
Marina Maintenance Worker II	\$ 32.41	\$ 34.03	\$ 35.74	\$ 37.51	\$ 39.39				7/5/2021	General Employees	Non-Exempt
Marina Maintenance Worker I ( Part-time)	\$ 30.05	\$ 31.55	\$ 33.13	\$ 34.80	\$ 36.54				7/5/2021	Unrepresented	Non-Exempt
Marina Maintenance Worker II ( Part-time)	\$ 33.04	\$ 34.73	\$ 36.43	\$ 38.23	\$ 40.18				7/5/2021	Unrepresented	Non-Exempt
Marina Services Director	\$ 51.93	\$ 54.53	\$ 57.26	\$ 60.11	\$ 63.13				7/5/2021	Executive Management	Exempt
Office Assistant	\$ 27.01	\$ 28.32	\$ 29.73	\$ 31.22	\$ 32.80				7/5/2021	General Employees	Non-Exempt
Office Assistant (Part-Time)	\$ 27.50	\$ 28.87	\$ 30.31	\$ 31.85	\$ 33.44				7/5/2021	Unrepresented	Non-Exempt
Office Specialist	\$ 31.66	\$ 33.24	\$ 34.91	\$ 36.65	\$ 38.48				7/5/2021	General Employees	Non-Exempt
Office Specialist (Part-Time)	\$ 32.30	\$ 33.90	\$ 35.60	\$ 37.39	\$ 39.26				7/5/2021	Unrepresented	Non-Exempt
Park/Beach/Recreation Commissioner	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00			7/5/2021	Appointed Position	
Parks & Recreation Director	\$ 79.82	\$ 83.82	\$ 88.00	\$ 92.39	\$ 97.02				7/5/2021	Executive Management	Exempt
Parks/Facilities Maintenance Worker I	\$ 29.47	\$ 30.94	\$ 32.49	\$ 34.11	\$ 35.82				7/5/2021	General Employees	Non-Exempt
Parks/Facilities Maintenance Worker I (Part-Time)	\$ 30.05	\$ 31.55	\$ 33.13	\$ 34.80	\$ 36.54				7/5/2021	Unrepresented	Non-Exempt
Parks/Facilities Maintenance Worker II	\$ 32.41	\$ 34.03	\$ 35.74	\$ 37.51	\$ 39.39				7/5/2021	General Employees	Non-Exempt
Payroll/Utility Billing Technician	\$ 34.37	\$ 36.08	\$ 37.89	\$ 39.78	\$ 41.77				7/5/2021	General Employees	Non-Exempt
Planning Commissioner	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00			7/5/2021	Appointed Position	
Police Chief	\$ 97.69	\$ 102.57	\$ 107.69	\$ 113.09	\$ 118.73				7/5/2021	Police Chief	Exempt
Police Commander	\$ 88.06	\$ 92.47	\$ 97.10	\$ 101.95	\$ 107.05				7/5/2021	Police Commander	Exempt
Police Officer	\$ 45.65	\$ 47.93	\$ 50.33	\$ 52.85	\$ 55.49				7/5/2021	Brisbane Police Officers Association*	Non-Exempt
Police Officer - 40 hour shift (Detective/SRO)	\$ 47.93	\$ 50.33	\$ 52.85	\$ 55.49	\$ 58.26				7/5/2021	Brisbane Police Officers Association*	Non-Exempt
Police Sergeant	\$ 55.00	\$ 57.75	\$ 60.64	\$ 63.67	\$ 66.85				7/5/2021	Brisbane Police Officers Association*	Non-Exempt
Police Trainee	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 33.12		7/5/2021	Unrepresented	Non-Exempt
Pre-School Teacher	\$ 17.43	\$ 18.31	\$ 19.22	\$ 20.19	\$ 21.20				7/5/2021	Unrepresented	Non-Exempt
Principal Analyst	\$ 59.97	\$ 62.98	\$ 66.12	\$ 69.41	\$ 72.89				7/5/2021	Confidential	Exempt
Principal Planner	\$ 63.87	\$ 67.06	\$ 70.42	\$ 73.94	\$ 77.64				7/5/2021	Mid-Management/Professional	Exempt
Program Manager - SMCWPPP	\$ 63.17	\$ 66.34	\$ 69.66	\$ 73.14	\$ 76.80				7/5/2021	Mid-Management/Professional	Exempt
Public Service Aide	\$ 15.51	\$ 16.29	\$ 17.09	\$ 17.94	\$ 18.85				7/5/2021	Unrepresented	Non-Exempt
Public Works Director/City Engineer	\$ 98.00	\$ 102.90	\$ 108.03	\$ 113.45	\$ 119.12				7/5/2021	Executive Management	Exempt
Public Works Inspector	\$ 48.36	\$ 50.79	\$ 53.32	\$ 55.98	\$ 58.79				7/5/2021	General Employees	Non-Exempt
Public Works Lead Maintenance Worker	\$ 38.90	\$ 40.84	\$ 42.87	\$ 45.03	\$ 47.27				7/5/2021	General Employees	Non-Exempt
Public Works Maintenance Worker I	\$ 29.47	\$ 30.94	\$ 32.49	\$ 34.11	\$ 35.82				7/5/2021	General Employees	Non-Exempt
Public Works Maintenance Worker I (Part-time)	\$ 30.05	\$ 31.55	\$ 33.13	\$ 34.80	\$ 36.54				7/5/2021	Unrepresented	Non-Exempt
Public Works Maintenance Worker II	\$ 32.41	\$ 34.03	\$ 35.74	\$ 37.51	\$ 39.39				7/5/2021	General Employees	Non-Exempt

Job Classification	Hourly Grade A	Hourly Grade B	Hourly Grade C	Hourly Grade D	Hourly Grade E	Monthly	Fixed Hourly	Hourly Range	Effective Date	Bargaining Group	FLSA Status
Public Works Superintendent	\$ 62.87	\$ 66.01	\$ 69.32	\$ 72.79	\$ 76.42				7/5/2021	Mid-Management/Professional	Exempt
Public Works Supervisor	\$ 48.05	\$ 50.46	\$ 52.98	\$ 55.63	\$ 58.41				7/5/2021	Mid-Management/Professional	Exempt
Public Works Team Leader	\$ 43.59	\$ 45.89	\$ 48.31	\$ 50.85	\$ 53.52				7/5/2021	Mid-Management/Professional	Exempt
Receptionist	\$ 26.97	\$ 28.32	\$ 29.73	\$ 31.22	\$ 32.80				7/5/2021	General Employees	Non-Exempt
Receptionist (Part-time)	\$ 27.50	\$ 28.87	\$ 30.31	\$ 31.85	\$ 33.44				7/5/2021	Unrepresented	Non-Exempt
Recreation Leader	\$ 17.40	\$ 18.27	\$ 19.19	\$ 20.14	\$ 21.15				7/5/2021	Unrepresented	Non-Exempt
Recreation Leader Aide	\$ 13.51	\$ 14.19	\$ 14.90	\$ 15.64	\$ 16.43				7/5/2021	Unrepresented	Non-Exempt
Recreation Manager	\$ 59.13	\$ 62.09	\$ 65.19	\$ 68.46	\$ 71.88				7/5/2021	Mid-Management/Professional	Exempt
Recreation Program Coordinator	\$ 29.92	\$ 31.92	\$ 33.52	\$ 35.19	\$ 36.95				7/5/2021	General Employees	Non-Exempt
Recreation Supervisor	\$ 43.68	\$ 45.89	\$ 48.17	\$ 50.57	\$ 53.11				7/5/2021	Mid-Management/Professional	Exempt
Regional Compliance Program Manager	\$ 50.14	\$ 52.78	\$ 55.55	\$ 58.48	\$ 61.55				7/5/2021	Mid-Management/Professional	Exempt
Reserve Police Officer	\$ 31.97	\$ 33.57	\$ 35.24	\$ 37.00	\$ 38.86				7/5/2021	Unrepresented	Non-Exempt
Senior Accounting Assistant	\$ 31.75	\$ 33.35	\$ 35.01	\$ 36.77	\$ 38.59				7/5/2021	General Employees	Non-Exempt
Senior Civil Engineer	\$ 63.17	\$ 66.34	\$ 69.66	\$ 73.14	\$ 76.80				7/5/2021	Mid-Management/Professional	Exempt
Senior Human Resources Analyst	\$ 47.90	\$ 50.29	\$ 52.81	\$ 55.44	\$ 58.21				7/5/2021	Confidential	Exempt
Senior Management Analyst	\$ 46.95	\$ 49.29	\$ 51.76	\$ 54.35	\$ 57.06				7/5/2021	Mid-Management/Professional	Exempt
Senior Planner	\$ 54.02	\$ 56.72	\$ 59.55	\$ 62.54	\$ 65.66				7/5/2021	Mid-Management/Professional	Exempt
Senior Recreation Leader	\$ 22.33	\$ 23.44	\$ 24.61	\$ 25.84	\$ 27.14				7/5/2021	Unrepresented	Non-Exempt
Sustainability Manager	\$ 50.14	\$ 52.78	\$ 55.55	\$ 58.48	\$ 61.55				7/5/2021	Mid-Management/Professional	Exempt
Special Assistant	\$ -	\$ -	\$ -	\$ -	\$ -			\$12.00-\$75.00	7/5/2021	Unrepresented	Non-Exempt
Spe Coun-Maj Dev Pro	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 175.04		7/5/2021	Confidential Management	Exempt
Swim Instructor	\$ 17.19	\$ 18.05	\$ 18.96	\$ 19.91	\$ 20.91				7/5/2021	Unrepresented	Non-Exempt
Van Driver	\$ 17.19	\$ 18.05	\$ 18.96	\$ 19.91	\$ 20.91				7/5/2021	Unrepresented	Non-Exempt
Water Quality Technician	\$ 32.41	\$ 34.03	\$ 35.74	\$ 37.51	\$ 39.39				7/5/2021	General Employees	Non-Exempt