

**City of Dillingham Action Memorandum**  
2023-14

Agenda of: May 22 2023

**Action Memorandum No.** \_\_\_\_\_

**Subject:**

Increase Salary for Chief of Police Position

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City Manager: Recommend Approval

Signature: 

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**Fiscal Note:**  Yes  No

**Funds Available:**  Yes  No

**Other Attachments:**

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**Summary Statement:**

The City of Dillingham has been without a Chief of Police for the last year. This position is currently being advertised for \$84,968.00 - \$90,168.00 annually. The City desires to select an individual with the experience and leadership essential for the Department of Public Safety to serve the community effectively.

Research shows the following wages for this position:

2021 State of Alaska Department of Labor and Workforce Development \$116,001

2023 HR survey data average Police Chief State of Alaska \$127,180

Further the remote nature of Dillingham has additional cost of living expenses that should be considered in the wage.

Personnel Regulation 9.08 APPOINTEE PAY states the City Manager may approve appointee pay not to exceed step 4. This limits the potential to attract the type of leadership the City knows is crucial for the DPD to flourish.

The City Council authorizes the City Manager to increase the starting salary range up to Level XI Step 12 commensurate with experience and knowledge of applicants.

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Summary Statement continued:

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PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council  
on \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

[SEAL]

\_\_\_\_\_  
City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

## IX. SALARY AND WAGE ADMINISTRATION

9.00. **POLICY** It is the policy of the City to administer a salary and wage program that complies with all applicable federal and state laws and provides fair and equitable wages and benefits in exchange for fair and equitable performance by the employees.

It is also the policy of the City to develop this program so that wages paid to employees will be reasonably consistent with wages paid by similar organizations for similar skills, working conditions and responsibilities.

9.03. **BACKGROUND** The City Manager will maintain a program which establishes and monitors job qualifications, responsibilities, and wage and salary standards for City employees.

9.06. **REVISIONS AND AMENDMENTS** Revisions and amendments to the salary schedule and other components of the wage and salary system, are to be recommended to the City Council by the City Manager. The revisions and/or amendments shall become effective upon approval by the Council. In doing so, the City Manager may:

- a. Compare salary rates within the salary schedule, compensation policies and personnel development of the City and those of like positions of employers in the community and other municipal governments.
- b. Analyze fluctuations in the cost of living and submit such information to the Council.
- c. Make such recommendations based upon economic conditions within the City of Dillingham and expected revenues and budgeted expenses of the City.

9.08. **APPOINTEE PAY** New employees shall receive the salary assigned step 1 in the range for the position when the new employee possesses the minimum required skills, knowledge, and abilities. If a new employee possesses significant skills and experience above the minimum requirements the department head may recommend, and the City Manager may approve, a higher step level, not to exceed step 4.

9.10. **DEMOTION PAY** Pay penalties for demotions for disciplinary reasons shall be at the discretion of the City Manager and shall be explained in writing.

9.15. **REASSIGNMENT PAY** Pay for an employee who has been reassigned due to reduction in force shall be determined at the time of the reassignment with due consideration to the employee's choice of assignment. Past service of the employee will be considered when salary determination is made.

9.20. **PAY INCREASES** Employees may receive pay increases based on cost of living adjustments for all employees, longevity through their third anniversary, promotion, or possible merit increases for outstanding work beyond their fourth anniversary. Longevity, promotion, and merit increases shall be recommended by the department head and approved by the City Manager based on a written performance evaluation.

2041									
51-8031	Water And Wastewater Treatment Plant And System Operators	30.83	17.87	22.55	29.11	36.82	46.75		
51-4121	Welders, Cutters, Solderers, And Brazers	33.89	23.12	28.83	36.51	37.73	46.57		
51-4122	Welding, Soldering, And Brazing Machine Setters, Operators, And Tenders	24.48	22.22	22.22	22.55	28.83	30.18		

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## Protective Service

SOC	Occupation Title	Mean Wage	Wage by Percentile						
			10th	25th	Median	75th	90th		
33-9011	Animal Control Workers	27.03	22.60	24.09	24.29	30.46	36.58		
33-3011	Bailiffs	34.73	15.06	31.15	37.66	39.14	47.90		
33-3012	Correctional Officers And Jailers	32.22	23.04	26.79	31.60	37.15	42.42		
33-3021	Detectives And Criminal Investigators	60.97	37.50	47.88	64.23	72.24	80.50		
33-2021	Fire Inspectors And Investigators	35.54	23.44	29.42	29.43	47.64	47.64		
33-2011	Firefighters	27.56	14.20	22.58	29.00	36.58	38.76		
33-1011	First-Line Supervisors Of Correctional Officers	47.23	37.66	40.71	47.90	50.97	61.04		
33-1021	First-Line Supervisors Of Firefighting And Prevention Workers	42.66	23.29	36.62	43.71	48.44	60.36		
33-1012	First-Line Supervisors Of Police And Detectives	55.77	24.35	47.20	52.45	71.09	79.81		
33-1099	First-Line Supervisors Of Protective Service Workers, All Other	36.97	28.02	29.68	33.76	39.39	54.70		
33-1091	First-Line Supervisors Of Security Workers	32.81	22.95	22.98	29.02	46.71	50.17		

Alaska Statewide Wages 2021  
 Department of Labor & Workforce Development