



STAFF REPORT

MEETING DATE: June 14, 2023

PRESENTER: Josefina Alvarez, Finance Director

SUBJECT: Amending 2022/2023 Miscellaneous, Public Safety and Management Salary Schedules (JA)

RECOMMENDATION: Council by motion adopt resolution approving the 2023/2024 Salary Schedules for Employees in Miscellaneous and Public Safety Bargaining Units and for Management employees effective July 1, 2023.

EXECUTIVE SUMMARY:

The City of Kerman and the Kerman Municipal Employees Association and the Kerman Public Safety Employee Association contracts result in changes to the salary scales effective July 1, 2023.

California state law requires a pay schedule is approved and adopted by the City Council in accordance with public meeting laws that indicates the position title and the payrate for every position along with the effective date of any revisions. The salary scale must be posted or immediately accessible for public review from the City or posted on the City's website.

FISCAL IMPACT: The Salary changes were incorporated into the Fiscal year 2023/2024 budget that was presented with the Budget Workshop meeting on May 24, 2023.

ATTACHMENTS:

A. Resolution w/Exhibit

Attachment 'A'

RESOLUTION NO. 23-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN AMENDING 2023/2024
SALARY SCHEDULES FOR EMPLOYEES IN MISCELLANEOUS AND PUBLIC SAFETY BARGAINING
UNITS AND FOR MANAGEMENT EMPLOYEES**

WHEREAS, the City of Kerman and the Kerman Municipal Employees Association (KMEA) and Kerman Public Safety Employee Association (KPSEA)), entered into Memorandums of Understanding (MOU's) for the period of July 1, 2023 through June 30, 2024; and

WHEREAS, the City of Kerman and the Management employees have entered into agreements for the period of July 1, 2023 through June 30, 2023; and

WHEREAS, the salary terms of the agreements have been incorporated into the revised salary scales attached effective July 1, 2023; and

WHEREAS, California State law requires pay schedules to be approved and adopted by the City Council.

NOW, THEREFORE, the City Council of the City of Kerman resolves as follows:

Section 1 The foregoing recitals are true and corrected and incorporated by reference.

Section 2. The Council adopts amended salary schedules for employees in the KMEA and KPSEA bargaining units and for Management employees as set forth in Exhibit 'A'.

Section 3. This resolution is effective immediately.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Kerman held on the 14th day of June 2023, and passed at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby approved.

ATTEST:

Bill Nijjer
Mayor Pro Tem

Marci Reyes
City Clerk

Exhibit 'A'

Finance - Administration	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Senior Accountant**	\$ 4,964	\$ 5,212	\$ 5,473	\$ 5,747	\$ 6,034	\$ 6,336	\$ 6,653
Junior Accountant	\$ 3,967	\$ 4,166	\$ 4,374	\$ 4,592	\$ 4,822	\$ 5,063	\$ 5,316
Account Clerk II	\$ 3,598	\$ 3,778	\$ 3,967	\$ 4,166	\$ 4,374	\$ 4,593	\$ 4,822
Account Clerk I	\$ 3,054	\$ 3,207	\$ 3,367	\$ 3,536	\$ 3,712	\$ 3,898	\$ 4,093
Account Receptionist	\$ 2,732	\$ 2,868	\$ 3,012	\$ 3,162	\$ 3,320	\$ 3,486	\$ 3,661
Human Resource Officer**	\$ 5,401	\$ 5,671	\$ 5,955	\$ 6,253	\$ 6,565	\$ 6,894	\$ 7,238
Human Resource Specialist	\$ 4,305	\$ 4,521	\$ 4,747	\$ 4,984	\$ 5,233	\$ 5,495	\$ 5,770
Human Resource Technician	\$ 3,598	\$ 3,778	\$ 3,967	\$ 4,166	\$ 4,374	\$ 4,593	\$ 4,822
Executive Secretary to City Mgr.	\$ 4,086	\$ 4,290	\$ 4,505	\$ 4,730	\$ 4,966	\$ 5,215	\$ 5,475
Assistant to the City Clerk	\$ 3,193	\$ 3,352	\$ 3,520	\$ 3,696	\$ 3,881	\$ 4,075	\$ 4,279

2.5% Cola Effective July 1, 2023

** FLSA Exempt

Community Service/Recreation	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Buildings & Facilities Supervisor**	\$ 4,613	\$ 4,844	\$ 5,086	\$ 5,340	\$ 5,607	\$ 5,888	\$ 6,182
Recreation Supervisor**	\$ 4,613	\$ 4,844	\$ 5,086	\$ 5,340	\$ 5,607	\$ 5,888	\$ 6,182
Recreation Coordinator	\$ 3,727	\$ 3,913	\$ 4,109	\$ 4,314	\$ 4,530	\$ 4,756	\$ 4,994
Senior Services Coordinator	\$ 3,727	\$ 3,913	\$ 4,109	\$ 4,314	\$ 4,530	\$ 4,756	\$ 4,994
Parks Maintenance Specialist	\$ 3,534	\$ 3,711	\$ 3,897	\$ 4,091	\$ 4,296	\$ 4,511	\$ 4,736
Parks Maintenance Technician	\$ 3,243	\$ 3,405	\$ 3,576	\$ 3,755	\$ 3,942	\$ 4,139	\$ 4,346
CS Maintenance Worker I	\$ 2,899	\$ 3,044	\$ 3,196	\$ 3,356	\$ 3,523	\$ 3,700	\$ 3,885
Community Services Secretary	\$ 3,616	\$ 3,797	\$ 3,987	\$ 4,186	\$ 4,396	\$ 4,615	\$ 4,846

2.5% Cola Effective July 1, 2023

** FLSA Exempt

Community Development	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Associate Planner**	\$ 5,155	\$ 5,413	\$ 5,684	\$ 5,968	\$ 6,266	\$ 6,580	\$ 6,909
Administrative Coordinator	\$ 4,086	\$ 4,290	\$ 4,505	\$ 4,730	\$ 4,966	\$ 5,215	\$ 5,475
Building Official **	\$ 4,623	\$ 4,854	\$ 5,097	\$ 5,351	\$ 5,619	\$ 5,900	\$ 6,195
Code Enforcement Official	\$ 4,304	\$ 4,520	\$ 4,746	\$ 4,983	\$ 5,232	\$ 5,494	\$ 5,768
Assistant Planner	\$ 3,616	\$ 3,797	\$ 3,987	\$ 4,186	\$ 4,396	\$ 4,615	\$ 4,846
Building Permits Clerk (Certified)	\$ 3,037	\$ 3,189	\$ 3,349	\$ 3,516	\$ 3,692	\$ 3,877	\$ 4,070
Building Permits Clerk - Non/Certified	\$ 2,760	\$ 2,898	\$ 3,043	\$ 3,195	\$ 3,355	\$ 3,523	\$ 3,699

2.5% Cola Effective July 1, 2023

** FLSA Exempt

Public Works	Step A	Step B	Step C	Step D	Step E	Step F	Step G
PW Operations Coordinator **	\$ 4,904	\$ 5,150	\$ 5,407	\$ 5,677	\$ 5,961	\$ 6,259	\$ 6,572
Fleet Services Supervisor **	\$ 4,613	\$ 4,844	\$ 5,086	\$ 5,340	\$ 5,607	\$ 5,888	\$ 6,182
Fleet Mechanic II	\$ 3,714	\$ 3,900	\$ 4,095	\$ 4,299	\$ 4,514	\$ 4,740	\$ 4,977
Fleet Mechanic I	\$ 2,899	\$ 3,044	\$ 3,196	\$ 3,356	\$ 3,523	\$ 3,700	\$ 3,885
PW Lead Supervisor	\$ 4,072	\$ 4,276	\$ 4,490	\$ 4,714	\$ 4,950	\$ 5,197	\$ 5,457
PW Inspector/Maintenance Worker III- Specialist	\$ 3,810	\$ 4,000	\$ 4,200	\$ 4,410	\$ 4,631	\$ 4,862	\$ 5,105
PW Maintenance Worker III- Specialist	\$ 3,629	\$ 3,810	\$ 4,001	\$ 4,201	\$ 4,411	\$ 4,631	\$ 4,863
PW Maintenance Worker II	\$ 3,243	\$ 3,405	\$ 3,576	\$ 3,755	\$ 3,942	\$ 4,139	\$ 4,346
PW Maintenance Worker I	\$ 2,899	\$ 3,044	\$ 3,196	\$ 3,356	\$ 3,523	\$ 3,700	\$ 3,885
Water Conservation Specialist (Certified)	\$ 3,976	\$ 4,174	\$ 4,383	\$ 4,602	\$ 4,832	\$ 5,074	\$ 5,328
Water Conservation Specialist (Non Certified)	\$ 3,534	\$ 3,711	\$ 3,897	\$ 4,091	\$ 4,296	\$ 4,511	\$ 4,736
WWTP Water Distribution/Waste Water Manager**	\$ 5,729	\$ 6,016	\$ 6,316	\$ 6,632	\$ 6,964	\$ 7,312	\$ 7,677
Public Works (Continued)	Step A	Step B	Step C	Step D	Step E	Step F	Step G
WWTP Lead Supervisor	\$ 4,613	\$ 4,844	\$ 5,086	\$ 5,340	\$ 5,607	\$ 5,888	\$ 6,182
WWTP & Water Operator Grade II	\$ 4,145	\$ 4,352	\$ 4,570	\$ 4,798	\$ 5,038	\$ 5,290	\$ 5,554
WWTP & Water Operator Grade I	\$ 3,689	\$ 3,873	\$ 4,067	\$ 4,270	\$ 4,484	\$ 4,708	\$ 4,943
WWTP Maintenance Worker III-Specialist	\$ 3,629	\$ 3,810	\$ 4,001	\$ 4,201	\$ 4,411	\$ 4,631	\$ 4,863
WWTP Maintenance Worker II	\$ 3,202	\$ 3,362	\$ 3,531	\$ 3,707	\$ 3,892	\$ 4,087	\$ 4,291
WWTP Maintenance Worker I	\$ 2,899	\$ 3,044	\$ 3,196	\$ 3,356	\$ 3,523	\$ 3,700	\$ 3,885
PW Administrative Secretary	\$ 3,616	\$ 3,797	\$ 3,987	\$ 4,186	\$ 4,396	\$ 4,615	\$ 4,846

2.5% Cola Effective July 1, 2023

** FLSA Exempt

Public Safety	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Lieutenant	\$ 6,436	\$ 6,758	\$ 7,096	\$ 7,451	\$ 7,823	\$ 8,214	\$ 8,625
Sergeant- <u>2,184 Annual Hours</u>	\$ 5,478	\$ 5,752	\$ 6,039	\$ 6,341	\$ 6,658	\$ 6,991	\$ 7,341
Corporal- <u>2,184 Annual Hrs</u>	\$ 4,572	\$ 4,801	\$ 5,041	\$ 5,293	\$ 5,558	\$ 5,836	\$ 6,127
Police Officer- <u>2,184 Annual Hrs</u>	\$ 4,165	\$ 4,373	\$ 4,592	\$ 4,821	\$ 5,062	\$ 5,315	\$ 5,581
Records Manager	\$ 4,572	\$ 4,801	\$ 5,041	\$ 5,293	\$ 5,558	\$ 5,836	\$ 6,127
Records Clerk	\$ 3,234	\$ 3,396	\$ 3,565	\$ 3,744	\$ 3,931	\$ 4,127	\$ 4,334
Community Service Officer	\$ 2,793	\$ 2,932	\$ 3,079	\$ 3,233	\$ 3,394	\$ 3,564	\$ 3,742
Animal Control	\$ 2,898	\$ 3,043	\$ 3,195	\$ 3,354	\$ 3,522	\$ 3,698	\$ 3,883
Animal Shelter Attendant	\$ 2,898	\$ 3,043	\$ 3,195	\$ 3,354	\$ 3,522	\$ 3,698	\$ 3,883
Administrative Assistant	\$ 3,442	\$ 3,614	\$ 3,795	\$ 3,984	\$ 4,184	\$ 4,393	\$ 4,612

Lieutenant - FLSA Exempt

Sergeant and Police Officers Pay Based on 2,184 Annual Hours versus 2,080 Hours

Management	Step A	Step B	Step C	Step D	Step E	Step F	Step G
City Manager	\$ 12,500	\$ 13,125	\$ 13,781	\$ 14,470	\$ 14,832	\$ 15,203	***
Police Chief	\$ 8,085	\$ 8,489	\$ 8,913	\$ 9,359	\$ 9,827	\$ 10,318	\$ 10,834
Director of Planning & Dev Services	\$ 6,717	\$ 7,053	\$ 7,406	\$ 7,776	\$ 8,165	\$ 8,573	\$ 9,002
Director of Public Works	\$ 6,231	\$ 6,543	\$ 6,870	\$ 7,214	\$ 7,575	\$ 7,954	\$ 8,352
Finance Director	\$ 6,278	\$ 6,592	\$ 6,922	\$ 7,268	\$ 7,631	\$ 8,013	***
Community Services Director	\$ 5,870	\$ 6,164	\$ 6,472	\$ 6,796	\$ 7,136	\$ 7,493	\$ 7,868
City Clerk	\$ 6,541	\$ 6,868	\$ 7,211	\$ 7,572	\$ 7,951	\$ 8,349	***

All Management employees are at will employees with employee agreements

***Per current employee agreement, employee shall be eligible for a 5% increase each year upon satisfactory evaluation