



STAFF REPORT

MEETING DATE: June 26, 2024

PRESENTER: Josefina Alvarez, Finance Director

SUBJECT: Amending 2023/2024 Miscellaneous, Public Safety and Management Salary Schedules (JA)

RECOMMENDATION: Council by motion adopt resolution approving the 2024/2025 Salary Schedules for Employees in Miscellaneous and Public Safety Bargaining Units and for Management employees effective July 1, 2024.

EXECUTIVE SUMMARY:

City Council approved a resolution authorizing the number of employee positions and titles on June 12, 2024. This resolution results in title changes to the salary scales effective July 1, 2024.

California state law requires a pay schedule be 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 or posted on the City's website.

The Kerman Police Officers Association and Kerman Miscellaneous Employees Association have not adopted new agreements. Staff will bring updated salary scales once agreements for both bargaining units are adopted.

FISCAL IMPACT: The Salary changes were incorporated into the Fiscal year 2024/2025 budget that was presented with the Budget adoption meeting on June 12, 2024.

ATTACHMENTS:

A. Resolution w/Exhibit

Attachment 'A'

RESOLUTION NO. 24-___

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN AMENDING 2024/2025
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 has not adopted the new agreements for both bargaining units, therefore, only employee titles are being amended for both bargaining units; and

WHEREAS, the City of Kerman and the Management employees have entered into agreements for the period of July 1, 2024 through June 30, 2025; and

WHEREAS, the salary terms of the agreements have been incorporated into the revised salary scales attached effective July 1, 2024; 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 correct 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 adopted by the Kerman City Council at a regularly scheduled meeting held on the 26th day of June 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

The foregoing resolution is hereby approved.

ATTEST:

Josie Camacho
City Clerk

Maria Pacheco
Mayor

Exhibit 'A'

Management Services	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Human Resource Officer**	\$ 5,536	\$ 5,813	\$ 6,103	\$ 6,409	\$ 6,729	\$ 7,066	\$ 7,419
Human Resource Specialist	\$ 4,534	\$ 4,761	\$ 4,999	\$ 5,249	\$ 5,511	\$ 5,787	\$ 6,076
Human Resource Technician	\$ 3,904	\$ 4,099	\$ 4,304	\$ 4,519	\$ 4,745	\$ 4,982	\$ 5,232
Executive Assistant to City Manager/City Clerk**	\$ 6,541	\$ 6,868	\$ 7,211	\$ 7,572	\$ 7,951	\$ 8,348	\$ 8,766
Assistant to the City Clerk	\$ 3,660	\$ 3,843	\$ 4,035	\$ 4,237	\$ 4,449	\$ 4,671	\$ 4,905
Administrative Assistant	\$ 4,043	\$ 4,245	\$ 4,457	\$ 4,680	\$ 4,914	\$ 5,160	\$ 5,418

** FLSA Exempt

Finance	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Senior Accountant**	\$ 5,010	\$ 5,261	\$ 5,524	\$ 5,800	\$ 6,090	\$ 6,394	\$ 6,714
Junior Accountant	\$ 4,043	\$ 4,245	\$ 4,457	\$ 4,680	\$ 4,914	\$ 5,160	\$ 5,418
Account Clerk II	\$ 3,598	\$ 3,778	\$ 3,967	\$ 4,166	\$ 4,374	\$ 4,593	\$ 4,822
Account Clerk I	\$ 3,166	\$ 3,325	\$ 3,491	\$ 3,665	\$ 3,849	\$ 4,041	\$ 4,243

** FLSA Exempt

Community Services	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Buildings & Facilities Supervisor**	\$ 5,036	\$ 5,287	\$ 5,552	\$ 5,829	\$ 6,121	\$ 6,427	\$ 6,748
Recreation Supervisor**	\$ 5,293	\$ 5,558	\$ 5,835	\$ 6,127	\$ 6,434	\$ 6,755	\$ 7,093
Recreation Coordinator	\$ 4,084	\$ 4,289	\$ 4,503	\$ 4,728	\$ 4,965	\$ 5,213	\$ 5,474
Senior Services Coordinator	\$ 3,771	\$ 3,960	\$ 4,158	\$ 4,365	\$ 4,584	\$ 4,813	\$ 5,053
Parks Maintenance Specialist	\$ 4,083	\$ 4,287	\$ 4,502	\$ 4,727	\$ 4,963	\$ 5,211	\$ 5,472
Parks Maintenance Technician	\$ 3,696	\$ 3,881	\$ 4,075	\$ 4,279	\$ 4,493	\$ 4,717	\$ 4,953
Parks Maintenance Worker I	\$ 3,329	\$ 3,495	\$ 3,670	\$ 3,853	\$ 4,046	\$ 4,248	\$ 4,461
Administrative Assistant	\$ 4,043	\$ 4,245	\$ 4,457	\$ 4,680	\$ 4,914	\$ 5,160	\$ 5,418

** FLSA Exempt

Community Development	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Associate Planner**	\$ 5,319	\$ 5,585	\$ 5,864	\$ 6,157	\$ 6,465	\$ 6,788	\$ 7,128
Community Development Coordinator	\$ 4,086	\$ 4,290	\$ 4,505	\$ 4,730	\$ 4,966	\$ 5,215	\$ 5,475
Building Official **	\$ 6,086	\$ 6,390	\$ 6,710	\$ 7,046	\$ 7,398	\$ 7,768	\$ 8,156
Code Enforcement Official	\$ 4,304	\$ 4,520	\$ 4,746	\$ 4,983	\$ 5,232	\$ 5,494	\$ 5,768
Assistant Planner	\$ 4,814	\$ 5,055	\$ 5,307	\$ 5,573	\$ 5,851	\$ 6,144	\$ 6,451
Permit Tech II	\$ 4,023	\$ 4,224	\$ 4,435	\$ 4,657	\$ 4,890	\$ 5,134	\$ 5,391
Permit Tech I	\$ 3,828	\$ 4,019	\$ 4,220	\$ 4,431	\$ 4,653	\$ 4,885	\$ 5,130
Administrative Assistant	\$ 4,043	\$ 4,245	\$ 4,457	\$ 4,680	\$ 4,914	\$ 5,160	\$ 5,418

** FLSA Exempt

Public Works	Step A	Step B	Step C	Step D	Step E	Step F	Step G
PW Operations Coordinator **	\$ 5,819	\$ 6,110	\$ 6,415	\$ 6,736	\$ 7,073	\$ 7,426	\$ 7,797
Fleet Services Supervisor **	\$ 5,036	\$ 5,287	\$ 5,552	\$ 5,829	\$ 6,121	\$ 6,427	\$ 6,748
Fleet Mechanic II	\$ 4,124	\$ 4,331	\$ 4,547	\$ 4,775	\$ 5,013	\$ 5,264	\$ 5,527
Fleet Mechanic I	\$ 3,733	\$ 3,920	\$ 4,116	\$ 4,322	\$ 4,538	\$ 4,765	\$ 5,003
PW Lead Supervisor	\$ 4,719	\$ 4,955	\$ 5,203	\$ 5,463	\$ 5,736	\$ 6,023	\$ 6,324
PW Maintenance Worker III- Specialist	\$ 4,064	\$ 4,267	\$ 4,480	\$ 4,704	\$ 4,940	\$ 5,186	\$ 5,446
PW Maintenance Worker II	\$ 3,678	\$ 3,861	\$ 4,055	\$ 4,257	\$ 4,470	\$ 4,694	\$ 4,928
PW Maintenance Worker I	\$ 3,329	\$ 3,495	\$ 3,670	\$ 3,853	\$ 4,046	\$ 4,248	\$ 4,461
Water Conservation Specialist (Certified)	\$ 4,467	\$ 4,691	\$ 4,925	\$ 5,172	\$ 5,430	\$ 5,702	\$ 5,987
Water Conservation Specialist (Non Certified)	\$ 4,249	\$ 4,462	\$ 4,685	\$ 4,919	\$ 5,165	\$ 5,423	\$ 5,694
WWTP Water Distribution/Waste Water Manager**	\$ 6,462	\$ 6,785	\$ 7,124	\$ 7,480	\$ 7,854	\$ 8,247	\$ 8,659
WWTP Lead Supervisor	\$ 4,985	\$ 5,235	\$ 5,496	\$ 5,771	\$ 6,060	\$ 6,363	\$ 6,681
WWTP & Water Operator Grade II	\$ 4,512	\$ 4,738	\$ 4,975	\$ 5,223	\$ 5,485	\$ 5,759	\$ 6,047
WWTP & Water Operator Grade I	\$ 4,084	\$ 4,288	\$ 4,502	\$ 4,727	\$ 4,964	\$ 5,212	\$ 5,473
WWTP Maintenance Worker III-Specialist	\$ 4,064	\$ 4,267	\$ 4,480	\$ 4,704	\$ 4,940	\$ 5,186	\$ 5,446
WWTP Maintenance Worker II	\$ 3,677	\$ 3,861	\$ 4,054	\$ 4,257	\$ 4,470	\$ 4,693	\$ 4,928
WWTP Maintenance Worker I	\$ 3,329	\$ 3,495	\$ 3,670	\$ 3,853	\$ 4,046	\$ 4,248	\$ 4,461
Administrative Assistant	\$ 4,043	\$ 4,245	\$ 4,457	\$ 4,680	\$ 4,914	\$ 5,160	\$ 5,418
Administrative Analyst	\$ 4,467	\$ 4,691	\$ 4,925	\$ 5,172	\$ 5,430	\$ 5,702	\$ 5,987

** FLSA Exempt

Public Safety	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Lieutenant	\$ 7,467	\$ 7,840	\$ 8,232	\$ 8,643	\$ 9,076	\$ 9,529	\$ 10,006
Sergeant- <u>2,184 Annual Hours</u>	\$ 6,461	\$ 6,784	\$ 7,124	\$ 7,480	\$ 7,854	\$ 8,246	\$ 8,659
Corporal- <u>2,184 Annual Hrs</u>	\$ 5,111	\$ 5,367	\$ 5,635	\$ 5,917	\$ 6,213	\$ 6,524	\$ 6,850
Police Officer- <u>2,184 Annual Hrs</u>	\$ 4,863	\$ 5,106	\$ 5,361	\$ 5,629	\$ 5,911	\$ 6,206	\$ 6,516
Records Manager	\$ 4,572	\$ 4,801	\$ 5,041	\$ 5,293	\$ 5,558	\$ 5,836	\$ 6,127
Records Clerk	\$ 3,481	\$ 3,655	\$ 3,838	\$ 4,030	\$ 4,231	\$ 4,443	\$ 4,665
Community Service Officer	\$ 3,659	\$ 3,842	\$ 4,034	\$ 4,236	\$ 4,448	\$ 4,670	\$ 4,904
Animal Control	\$ 4,044	\$ 4,246	\$ 4,458	\$ 4,681	\$ 4,915	\$ 5,161	\$ 5,419
Animal Shelter Attendant	\$ 4,044	\$ 4,246	\$ 4,458	\$ 4,681	\$ 4,915	\$ 5,161	\$ 5,419
Administrative Assistant	\$ 4,379	\$ 4,598	\$ 4,828	\$ 5,069	\$ 5,323	\$ 5,589	\$ 5,868

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	\$ 15,194	\$ 15,954	\$ 16,752	\$ 17,590	\$ 18,030	\$ 18,480	***
Police Chief	\$ 8,085	\$ 8,489	\$ 8,913	\$ 9,359	\$ 9,827	\$ 10,318	***
Community Development Director	\$ 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	***
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

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