
*Rio Dell City Hall
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cityofriodell.ca.gov*



DATE: June 17, 2025

TO: Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Resolution 1641-2025 – Amending and Adopting the City Master Salary Table

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution 1641-2025 Amending and Adopting the City Master Salary Table for the Wastewater and Water/Streets Superintendent position.

BACKGROUND

On February 18, 2025, Gallagher presented a Total Compensation Study Report to the City Council. The study analyzed all City positions relative to market comparators to ensure the City maintains competitive compensation practices and can attract qualified candidates in today's employment market.

DISCUSSION

The Total Compensation Study identified compensation medians for all City positions and recommended that the Wastewater and Water/Streets Superintendent positions be placed in proposed salary ranges 27 and 28 respectively. This recommendation was based on market competitiveness analysis and appropriate range placement within the City's overall compensation structure.

While the City has the Water/Streets Superintendent position filled, significant challenges persist in attracting qualified candidates for the Wastewater Superintendent role. The Wastewater Superintendent position requires specialized technical expertise, regulatory knowledge, and leadership capabilities that are increasingly difficult to find in the current job market. This

position is essential for maintaining the City's water quality, environmental compliance, and public safety standards.

Recent recruitment efforts for the Wastewater Superintendent position have yielded limited interest from qualified candidates, highlighting a gap between our current compensation offering and market expectations for this specialized role. The position remains critical to the City's operations, as it oversees systems that directly impact public health, environmental protection, and wastewater treatment compliance.

To address the recruitment challenges for the Wastewater Superintendent position and maintain internal equity across similar roles, staff recommends implementing the Gallagher study's recommended salary ranges with an additional 10% adjustment for both positions. This enhancement reflects current market realities for these specialized positions and positions the City competitively within the regional employment landscape.

This adjustment serves the City's interests by:

- Enabling recruitment of qualified candidates for the vacant Wastewater Superintendent position
- Maintaining internal equity between comparable superintendent roles
- Reducing prolonged vacancy periods that strain existing staff and operations
- Ensuring continuity in critical infrastructure management and regulatory compliance
- Maintaining the City's reputation as a competitive employer in specialized fields

The proposed compensation adjustment represents a strategic investment in the City's operational capacity and long-term infrastructure management capabilities.

ATTACHMENTS

- Exhibit A - Resolution 1641-2025
- Appendix III - Proposed Salary Range Schedule
- Appendix IV - Salary Range Placement Recommendations from the Total Compensation Study



**RESOLUTION NO. 1641-2025
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL
AMENDING AND ADOPTING THE CITY MASTER SALARY TABLE**

WHEREAS, the City of Rio Dell recognizes the value of adopting a salary schedule that promotes the recruitment and retention of employees; and

WHEREAS, a pay structure with competitive salaries is essential in attracting and retaining a skilled, motivated workforce, thereby increasing the level of service to the City's residents; and

WHEREAS, the City of Rio Dell engaged Gallagher to complete a Total Compensation Study Report that was presented to the City Council on February 18, 2025; and

WHEREAS, it was recommended that the Wastewater Superintendent position be placed in salary range 27 and the Water/Streets Superintendent position be placed in salary range 28 with rationale from the study being market competitiveness and range placement; and

WHEREAS, the City has experienced recruitment challenges for the Wastewater Superintendent position, necessitating competitive compensation to attract qualified candidates in specialized infrastructure roles; and

WHEREAS, to address current market conditions and recruitment challenges, the City has determined that a 10% adjustment above the Gallagher study recommendations is necessary to ensure competitive positioning for these specialized positions; and

WHEREAS, a salary table helps provide transparency in compensation; and

WHEREAS, Section 36506 of the Government Code of the State of California provides that the City Council shall, by Resolution or Ordinance, fix the compensation for all appointive officers and employees; and

WHEREAS, the Master Salary Tables are attached as Exhibit "A" to this Resolution and have been reviewed and considered by the City Council; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Rio Dell:

1. The Master Salary Tables attached hereto as Exhibit "A" are hereby adopted.
2. All prior resolutions concerning compensation for City employees that conflict with this Resolution or the attached Master Salary Tables are hereby repealed, and this Resolution shall be effective June 17, 2025.

PASSED AND ADOPTED by the City of Rio Dell on this 17th day of June 2025 by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk

Exhibit "A"
CITY OF RIO DELL COMPENSATION SCHEDULE
Resolution No. 1641 -2025

Peace Officers Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Police Officer	54,766	57,296	59,953	62,742	65,671
Police Officer Recruit	50,165				
Police Corporal	62,847	65,782	68,863	72,098	75,495
Sergeant	68,939	72,178	75,579	79,150	82,899

Rio Dell Employee's Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Accountant I	56,031	58,624	61,347	64,207	67,209
Accountant II	61,416	64,279	67,285	70,441	73,755
Admin. Assistant	40,870	42,706	44,633	46,657	48,782
Administrative Tech.	46,732	48,861	51,096	53,443	55,907
Community Service Officer	47,797	49,979	52,270	54,675	57,201
Fiscal Assistant I	39,102	40,849	42,683	44,609	46,632
Fiscal Assistant II	42,729	44,658	46,683	48,809	51,041
Management Analyst I	61,416	64,279	67,285	70,441	73,755
Office Assistant	35,815	37,397	39,059	40,804	42,636
PW Leadman	46,732	48,861	51,096	53,443	55,907
Records Tech.	42,729	44,658	46,683	48,809	51,041

Rio Dell Employee's Association (continued)

Sr. Fiscal Assistant	46,732	48,861	51,096	53,443	55,907
Utility Worker I	37,417	39,080	40,826	42,660	44,585
Utility Worker II	40,870	42,706	44,633	46,657	48,782
Utility Worker III	44,682	46,708	48,835	51,069	53,415
W/WW Plant Op. I	43,693	45,670	47,745	49,924	52,212
W/WW Plant Op. II	47,797	49,979	52,270	54,675	57,201
W/WW Plant Op. III	52,327	54,735	57,264	59,919	62,707
Operator In Training (OIT)	43,693				

Management/Confidential Employees

JOB TITLE	Salary Range				
	A	B	C	D	E
City Clerk	56,031	58,624	61,347	64,207	67,209
City Manager	111,522	117,099	122,953	129,101	135,556
Chief of Police	97,980	102,671	107,597	112,768	118,199
Finance Director	96,538	101,365	106,433	111,755	117,343
Community Dev. Dir.	87,084	91,230	95,583	100,154	104,954
Management Analyst II	67,359	70,519	73,837	77,321	80,979
Senior Management Analyst	73,921	77,409	81,071	84,917	88,955
Wastewater Sup.	73,322	76,988	80,838	84,879	89,123
Wastewater Sup.	72,219	75,622	79,195	82,947	86,886
Water/Streets Sup.	75,155	78,913	82,859	87,001	91,352
Water/Streets Sup.	72,219	75,622	79,195	82,947	86,886

Appendix III

Proposed Salary Range Schedule

FACTORS
Range 6, Step 5, Annual \$48,239.00
Step Increase 5.00%
Range Increase 2.50%
Pay Periods per Year 26
Hours per Year 2,080

Range basis Range 6, Step 5

Salary Range	Annually					Monthly				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
1	35,077	36,831	38,672	40,606	42,636	2,923	3,069	3,223	3,384	3,553
2	35,954	37,751	39,639	41,621	43,702	2,996	3,146	3,303	3,468	3,642
3	36,853	38,695	40,630	42,662	44,795	3,071	3,225	3,386	3,555	3,733
4	37,774	39,663	41,646	43,728	45,914	3,148	3,305	3,470	3,644	3,826
5	38,718	40,654	42,687	44,821	47,062	3,227	3,388	3,557	3,735	3,922
6	39,686	41,671	43,754	45,942	48,239	3,307	3,473	3,646	3,828	4,020
7	40,678	42,712	44,848	47,090	49,445	3,390	3,559	3,737	3,924	4,120
8	41,695	43,780	45,969	48,268	50,681	3,475	3,648	3,831	4,022	4,223
9	42,738	44,875	47,118	49,474	51,948	3,561	3,740	3,927	4,123	4,329
10	43,806	45,997	48,296	50,711	53,247	3,651	3,833	4,025	4,226	4,437
11	44,901	47,146	49,504	51,979	54,578	3,742	3,929	4,125	4,332	4,548
12	46,024	48,325	50,741	53,278	55,942	3,835	4,027	4,228	4,440	4,662
13	47,174	49,533	52,010	54,610	57,341	3,931	4,128	4,334	4,551	4,778
14	48,354	50,772	53,310	55,976	58,774	4,029	4,231	4,443	4,665	4,898
15	49,563	52,041	54,643	57,375	60,244	4,130	4,337	4,554	4,781	5,020
16	50,802	53,342	56,009	58,809	61,750	4,233	4,445	4,667	4,901	5,146
17	52,072	54,675	57,409	60,280	63,294	4,339	4,556	4,784	5,023	5,274
18	53,374	56,042	58,844	61,787	64,876	4,448	4,670	4,904	5,149	5,406
19	54,708	57,443	60,315	63,331	66,498	4,559	4,787	5,026	5,278	5,541
20	56,076	58,879	61,823	64,915	68,160	4,673	4,907	5,152	5,410	5,680
21	57,478	60,351	63,369	66,537	69,864	4,790	5,029	5,281	5,545	5,822
22	58,914	61,860	64,953	68,201	71,611	4,910	5,155	5,413	5,683	5,968
23	60,387	63,407	66,577	69,906	73,401	5,032	5,284	5,548	5,825	6,117
24	61,897	64,992	68,241	71,654	75,236	5,158	5,416	5,687	5,971	6,270
25	63,444	66,617	69,947	73,445	77,117	5,287	5,551	5,829	6,120	6,426
26	65,031	68,282	71,696	75,281	79,045	5,419	5,690	5,975	6,273	6,587
27	66,656	69,989	73,489	77,163	81,021	5,555	5,832	6,124	6,430	6,752
28	68,323	71,739	75,326	79,092	83,047	5,694	5,978	6,277	6,591	6,921
29	70,031	73,532	77,209	81,069	85,123	5,836	6,128	6,434	6,756	7,094
30	71,782	75,371	79,139	83,096	87,251	5,982	6,281	6,595	6,925	7,271
31	73,576	77,255	81,118	85,174	89,432	6,131	6,438	6,760	7,098	7,453
32	75,415	79,186	83,146	87,303	91,668	6,285	6,599	6,929	7,275	7,639
33	77,301	81,166	85,224	89,485	93,960	6,442	6,764	7,102	7,457	7,830
34	79,233	83,195	87,355	91,723	96,309	6,603	6,933	7,280	7,644	8,026
35	81,214	85,275	89,539	94,016	98,716	6,768	7,106	7,462	7,835	8,226
36	83,245	87,407	91,777	96,366	101,184	6,937	7,284	7,648	8,031	8,432
37	85,326	89,592	94,072	98,775	103,714	7,110	7,466	7,839	8,231	8,643

Salary Range	Annually					Monthly				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
38	87,459	91,832	96,423	101,245	106,307	7,288	7,653	8,035	8,437	8,859
39	89,645	94,128	98,834	103,776	108,964	7,470	7,844	8,236	8,648	9,080
40	91,886	96,481	101,305	106,370	111,689	7,657	8,040	8,442	8,864	9,307
41	94,184	98,893	103,837	109,029	114,481	7,849	8,241	8,653	9,086	9,540
42	96,538	101,365	106,433	111,755	117,343	8,045	8,447	8,869	9,313	9,779
43	98,952	103,899	109,094	114,549	120,276	8,246	8,658	9,091	9,546	10,023
44	101,425	106,497	111,822	117,413	123,283	8,452	8,875	9,318	9,784	10,274
45	103,961	109,159	114,617	120,348	126,365	8,663	9,097	9,551	10,029	10,530
46	106,560	111,888	117,483	123,357	129,524	8,880	9,324	9,790	10,280	10,794
47	109,224	114,685	120,420	126,441	132,763	9,102	9,557	10,035	10,537	11,064
48	111,955	117,552	123,430	129,602	136,082	9,330	9,796	10,286	10,800	11,340
49	114,754	120,491	126,516	132,842	139,484	9,563	10,041	10,543	11,070	11,624
50	117,622	123,504	129,679	136,163	142,971	9,802	10,292	10,807	11,347	11,914
51	120,563	126,591	132,921	139,567	146,545	10,047	10,549	11,077	11,631	12,212
52	123,577	129,756	136,244	143,056	150,209	10,298	10,813	11,354	11,921	12,517
53	126,666	133,000	139,650	146,632	153,964	10,556	11,083	11,637	12,219	12,830
54	129,833	136,325	143,141	150,298	157,813	10,819	11,360	11,928	12,525	13,151
55	133,079	139,733	146,720	154,056	161,758	11,090	11,644	12,227	12,838	13,480
56	136,406	143,226	150,388	157,907	165,802	11,367	11,936	12,532	13,159	13,817
57	139,816	146,807	154,147	161,855	169,947	11,651	12,234	12,846	13,488	14,162
58	143,311	150,477	158,001	165,901	174,196	11,943	12,540	13,167	13,825	14,516
59	146,894	154,239	161,951	170,048	178,551	12,241	12,853	13,496	14,171	14,879
60	150,567	158,095	166,000	174,300	183,015	12,547	13,175	13,833	14,525	15,251
61	154,331	162,047	170,150	178,657	187,590	12,861	13,504	14,179	14,888	15,633
62	158,189	166,099	174,403	183,124	192,280	13,182	13,842	14,534	15,260	16,023
63	162,144	170,251	178,764	187,702	197,087	13,512	14,188	14,897	15,642	16,424
64	166,197	174,507	183,233	192,394	202,014	13,850	14,542	15,269	16,033	16,834
65	170,352	178,870	187,813	197,204	207,064	14,196	14,906	15,651	16,434	17,255
66	174,611	183,342	192,509	202,134	212,241	14,551	15,278	16,042	16,845	17,687
67	178,976	187,925	197,322	207,188	217,547	14,915	15,660	16,443	17,266	18,129
68	183,451	192,623	202,255	212,367	222,986	15,288	16,052	16,855	17,697	18,582
69	188,037	197,439	207,311	217,676	228,560	15,670	16,453	17,276	18,140	19,047
70	192,738	202,375	212,494	223,118	234,274	16,062	16,865	17,708	18,593	19,523
71	197,556	207,434	217,806	228,696	240,131	16,463	17,286	18,151	19,058	20,011
72	202,495	212,620	223,251	234,414	246,134	16,875	17,718	18,604	19,534	20,511
73	207,558	217,936	228,832	240,274	252,288	17,296	18,161	19,069	20,023	21,024
74	212,747	223,384	234,553	246,281	258,595	17,729	18,615	19,546	20,523	21,550
75	218,065	228,969	240,417	252,438	265,060	18,172	19,081	20,035	21,036	22,088
76	223,517	234,693	246,428	258,749	271,686	18,626	19,558	20,536	21,562	22,641
77	229,105	240,560	252,588	265,218	278,479	19,092	20,047	21,049	22,101	23,207
78	234,833	246,574	258,903	271,848	285,440	19,569	20,548	21,575	22,654	23,787
79	240,703	252,739	265,375	278,644	292,576	20,059	21,062	22,115	23,220	24,381
80	246,721	259,057	272,010	285,610	299,891	20,560	21,588	22,667	23,801	24,991
81	252,889	265,533	278,810	292,751	307,388	21,074	22,128	23,234	24,396	25,616
82	259,211	272,172	285,780	300,069	315,073	21,601	22,681	23,815	25,006	26,256
83	265,692	278,976	292,925	307,571	322,950	22,141	23,248	24,410	25,631	26,912
84	272,334	285,950	300,248	315,260	331,023	22,694	23,829	25,021	26,272	27,585
85	279,142	293,099	307,754	323,142	339,299	23,262	24,425	25,646	26,928	28,275
86	286,121	300,427	315,448	331,220	347,781	23,843	25,036	26,287	27,602	28,982
87	293,274	307,937	323,334	339,501	356,476	24,439	25,661	26,945	28,292	29,706
88	300,606	315,636	331,418	347,989	365,388	25,050	26,303	27,618	28,999	30,449

City of Rio Dell
Proposed Salary Plan
December 2024

DRAFT

Salary Range	Annually					Monthly				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
89	308,121	323,527	339,703	356,688	374,523	25,677	26,961	28,309	29,724	31,210
90	315,824	331,615	348,196	365,605	383,886	26,319	27,635	29,016	30,467	31,990
91	323,719	339,905	356,901	374,746	393,483	26,977	28,325	29,742	31,229	32,790
92	331,812	348,403	365,823	384,114	403,320	27,651	29,034	30,485	32,010	33,610
93	340,108	357,113	374,969	393,717	413,403	28,342	29,759	31,247	32,810	34,450
94	348,610	366,041	384,343	403,560	423,738	29,051	30,503	32,029	33,630	35,311
95	357,326	375,192	393,951	413,649	434,331	29,777	31,266	32,829	34,471	36,194

Appendix IV

Salary Range Placement Recommendations

City of Rio Dell
Proposed Range Placement Recommendations
December 2024

Class Title	Current Maximum Monthly Salary	% from Total Comp Median	Market Placement	Proposed Salary Range	Proposed Maximum Monthly Salary	Percent Difference	Study Benchmark	Rationale
City Manager	\$11,296	-9.9%	\$12,414	52	\$12,517	10.81%	X	Market and range placement.
City Clerk	\$5,601	0.9%	\$5,551	19	\$5,541	-1.06%	X	Market and range placement; y-rate
Office Assistant	\$3,553			3	\$3,733	5.06%		Internal alignment; maintain current internal relationship 10% below Administrative Assistant
Administrative Assistant	\$4,065			7	\$4,120	1.36%		Internal alignment; maintain current internal relationship 15% below Administrative Technician
Administrative Technician	\$4,659			13	\$4,778	2.56%		Internal alignment; maintain current internal relationship with Senior Fiscal Assistant
Management Analyst I	\$6,146	Insufficient data		21	\$5,822	-5.27%	X	Internal alignment; maintain current internal relationship 10% above Accountant I; y-rate
Management Analyst II	\$6,748	Insufficient data		25	\$6,426	-4.77%	X	Internal alignment; set salary 10% above Management Analyst I; y-rate
Senior Management Analyst	\$7,413			29	\$7,094	-4.31%		Internal alignment; set salary 10% above Management Analyst II; y-rate
Finance Director	\$8,746	-11.3%	\$9,734	42	\$9,779	11.81%	X	Market and range placement.
Accountant I	\$5,601			17	\$5,274	-5.83%		Internal alignment; set salary 10% below Accountant II; y-rate
Accountant II	\$6,146	6.4%	\$5,753	21	\$5,822	-5.27%	X	Market and range placement; y-rate
Fiscal Assistant I	\$3,886			5	\$3,922	0.92%		Internal alignment; set salary 10% below Fiscal Assistant II
Fiscal Assistant II	\$4,253	-1.7%	\$4,325	9	\$4,329	1.79%	X	Market and range placement.
Senior Fiscal Assistant	\$4,659			13	\$4,778	2.56%		Internal alignment; set salary 10% above Fiscal Assistant II; y-rate
Community Development Director	\$8,746	2.5%	\$8,527	36	\$8,432	-3.59%	X	Market and range placement; y-rate
Chief of Police	\$9,850	-1.6%	\$10,008	43	\$10,023	1.76%	X	Market and range placement
Sergeant	\$6,908	4.4%	\$6,604	26	\$6,587	-4.65%	X	Market and range placement; y-rate
Police Corporal	\$6,291			22	\$5,968	-5.14%		Internal alignment; maintain current internal relationship 10% below Sergeant; y-rate
Police Officer	\$5,473	3.1%	\$5,303	17	\$5,274	-3.63%	X	Market and range placement; y-rate
Police Officer Recruit	\$4,180				\$3,931	-5.96%		Maintain current internal relationship, step 1 of range 10% below Police Officer(Range 13 Step 1)
Community Services Officer	\$4,767	10.2%	\$4,281	9	\$4,329	-9.19%	X	Market and range placement; y-rate
Records Technician	\$4,253	-4.0%	\$4,423	10	\$4,437	4.33%	X	Market and range placement.
Wastewater Superintendent	\$7,241	6.8%	\$6,749	27	\$6,752	-6.76%	X	Market and range placement; y-rate
Water/Streets Superintendent	\$7,241	5.0%	\$6,879	28	\$6,921	-4.43%	X	Market and range placement; y-rate
Public Works Leadman	\$4,659			14	\$4,898	5.13%		Internal alignment; maintain current internal relationship 5% above Utility Worker III
Utility Worker I	\$3,715			4	\$3,826	2.99%		Internal alignment; set salary 10% below Utility Worker II
Utility Worker II	\$4,065	-4.3%	\$4,240	8	\$4,223	3.90%	X	Market and range placement.

City of Rio Dell
Proposed Range Placement Recommendations
December 2024

Class Title	Current Maximum Monthly Salary	% from Total Comp Median	Market Placement	Proposed Salary Range	Proposed Maximum Monthly Salary	Percent Difference	Study Benchmark	Rationale
Utility Worker III	\$4,451			12	\$4,662	4.74%		Internal alignment; set salary 10% above Utility Worker II
Water/Wastewater Plant Operator I	\$4,351			9	\$4,329	-0.51%		Internal alignment; set salary 10% below Water/Wastewater Plant Operator II
Water/Wastewater Plant Operator II	\$4,767	0.1%	\$4,762	13	\$4,778	0.24%	X	Market and range placement.
Water/Wastewater Plant Operator III	\$5,226	-6.1%	\$5,545	19	\$5,541	6.04%	X	Market and range placement.
Water/Wastewater Operator in Training (OIT)	\$3,641				\$3,561	-2.20%		Internal alignment; maintain current internal relationship; step 1 of Wastewater Treatment Plant Operator range (Range 9 Step 1)

Legend for columns:

- Column 1 - Classification Title.
- Column 2 - Client's current monthly maximum salaries.
- Column 3 - Shows the percentage difference between the client's current maximum monthly salaries and the desired market position.
- Column 4 - Market placement shows the monthly market values derived from the total compensation survey results.
- Column 5 - Salary range number of the consultant's newly proposed salary range schedule.
- Column 6 - Monthly maximum salary of the consultant's newly proposed salary ranges.
- Column 7 - This percentage expresses the difference between the client's current salaries and the consultant's proposed salaries.
- Column 8 - This column identifies whether the classification was a study benchmark
- Column 9 - The rationale expresses how the consultant arrived at each proposed maximum monthly salary recommendation (i.e., the proposed range placement within the newly proposed salary range schedule).