

RESOLUTION NO. 79-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIDGECREST, CALIFORNIA, ADOPTING A REVISED COMPENSATION PLAN FOR CITY EMPLOYEE POSITIONS

WHEREAS, Ordinance No. 54, adopting a Personnel System, and Resolution No. 123, adopting Personnel System Rules and Regulations for the City of Ridgecrest, provide for the adoption of a plan of compensation for City employee positions; and

WHEREAS, the City Council in Resolution No. 78-67 adopted revised Compensation Plans; and

WHEREAS, the City Council desires to maintain a plan of compensation which is integrated with the Position Classification Plan so as to provide for fair and equitable compensation for equal service to the City; and

WHEREAS, revision of the Compensation Plan is necessary for efficient and effective administration of City government;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGECREST, CALIFORNIA, RESOLVES AS FOLLOWS:

Section 1. Resolution Number 78-67 is hereby rescinded.

Section 2. APPLICATION. Employees in the Competitive Service of the City and such other City positions exempted from the Competitive Service by Section 6 of Ordinance No. 54 as are listed in this Resolution or its amendments, shall be compensated for service to the City according to the Plan which is herein adopted.

Section 3. Compensation Schedule. The basic Compensation Schedule shall consist of the ranges and steps listed in this section as follows:

Section 3. COMPENSATION SCHEDResolution No. 79-32

<u>Range No.</u>	<u>Yearly Salary</u>	<u>Bi-Weekly</u>	<u>Hourly Rate</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
7X	6072	233.53	2.92	506	531	558	586	615	646
	6228	239.54	2.99	519	544	572	601	630	662
	6372	245.07	3.06	531	558	586	615	646	678
9	6528	251.08	3.14	544	572	601	630	662	695
9X	6696	257.53	3.22	558	586	615	646	678	712
10	6864	264.00	3.30	572	601	630	662	695	730
10X	7032	270.46	3.38	586	615	646	678	712	748
11	7212	277.38	3.47	601	630	662	695	730	767
11X	7380	283.84	3.54	615	646	678	712	748	785
12	7560	290.77	3.63	630	662	695	730	767	805
12X	7752	298.15	3.72	646	678	712	748	785	824
13	7944	305.54	3.82	662	695	730	767	805	845
13X	8136	312.92	3.91	678	712	748	785	824	865
14	8340	320.77	4.01	695	730	767	805	845	887
14X	8544	328.61	4.10	712	748	785	824	865	908
15	8760	336.92	4.21	730	767	805	845	887	931
15X	8976	345.23	4.31	748	785	824	865	908	953
	9204	354.00	4.43	767	805	845	887	931	977
	9420	362.30	4.52	785	824	865	908	953	1001
17	9660	371.54	4.64	805	845	887	931	977	1026
17X	9888	380.30	4.75	824	865	908	953	1001	1051
18	10140	390.00	4.88	845	887	931	977	1026	1077
18X	10380	399.23	4.99	865	908	953	1001	1051	1104
19	10644	409.38	5.12	887	931	977	1026	1077	1132
19X	10896	419.07	5.23	908	953	1001	1051	1104	1159
20	11172	429.69	5.37	931	977	1026	1077	1132	1188
20X	11436	439.84	5.49	953	1001	1051	1104	1159	1217
21	11724	450.92	5.64	977	1026	1077	1132	1188	1247
21X	12012	462.00	5.77	1001	1051	1104	1159	1217	1278
22	12312	473.54	5.92	1026	1077	1132	1188	1247	1310
22X	12612	485.07	6.06	1051	1104	1159	1217	1278	1342
23	12924	497.08	6.21	1077	1132	1188	1247	1310	1376
23X	13248	509.53	6.37	1104	1159	1217	1278	1342	1409
	13584	522.46	6.53	1132	1188	1247	1310	1376	1444
	13908	534.92	6.68	1159	1217	1278	1342	1409	1479
25	14256	548.31	6.85	1188	1247	1310	1376	1444	1516
25X	14604	561.69	7.02	1217	1278	1342	1409	1479	1553
26	14964	575.54	7.19	1247	1310	1376	1444	1516	1592
26X	15336	589.84	7.37	1278	1342	1409	1479	1553	1631
27	15720	604.62	7.56	1310	1376	1444	1516	1592	1672
27X	16104	619.38	7.74	1342	1409	1479	1553	1631	1713
28	16512	635.08	7.94	1376	1444	1516	1592	1672	1756
28X	16908	650.30	8.12	1409	1479	1553	1631	1713	1799
29	17328	666.46	8.33	1444	1516	1592	1672	1756	1844
29X	17748	682.61	8.53	1479	1553	1631	1713	1799	1889
30	18192	699.69	8.75	1516	1592	1672	1756	1844	1936
30X	18636	716.77	8.96	1553	1631	1713	1799	1889	1983
31	19104	734.77	9.18	1592	1672	1756	1844	1936	2033
31X	19572	752.77	9.41	1631	1713	1799	1889	1983	2082

Section 3. COMPENSATION SCHEDULE (CONT'D)Resolution No. 79-32

<u>Range No.</u>	<u>Yearly Salary</u>	<u>Bi-Weekly</u>	<u>Hourly Rate</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
32	20064	771.69	9.65	1672	1756	1844	1936	2033	2134
32X	20556	790.61	9.88	1713	1799	1889	1983	2082	2186
33	21072	810.46	10.13	1756	1844	1936	2033	2134	2241
33X	21588	830.30	10.37	1799	1889	1983	2082	2186	2295
34	22128	851.08	10.64	1844	1936	2033	2134	2241	2353
34X	22668	871.85	10.90	1889	1983	2082	2186	2295	2410
35	23234	893.62	11.17	1936	2033	2134	2241	2353	2471
35X	23801	915.42	11.44	1983	2082	2186	2295	2410	2531
36	24396	938.30	11.73	2033	2134	2241	2353	2471	2595
36X	24991	961.19	12.01	2082	2186	2295	2410	2531	2658
37	25616	985.23	12.32	2134	2241	2353	2471	2595	2725
37X	26241	1009.26	12.62	2186	2295	2410	2531	2658	2791
38	26896	1034.46	12.93	2241	2353	2471	2595	2725	2861
38X	27553	1059.73	13.25	2295	2410	2531	2658	2791	2931
39	28241	1086.19	13.58	2353	2471	2595	2725	2861	3004
39X	28931	1112.73	13.91	2410	2531	2658	2791	2931	3078

Section 4. ALLOCATION TO RANGES AND RATES. Classes of positions in the Competitive Service and exempt positions (E) shall be allocated to ranges in the Compensation Schedule, provided in Section 3 hereof, as follows:

<u>Class Number</u>	<u>Class Title</u>	<u>Range Number</u>	<u>Range or Rate</u>
<u>CLERICAL, FISCAL, AND ADMINISTRATIVE CLASSES</u>			
001 (E)	City Council Members	None	\$150/mo.
002 (E)	City Administrator	None	\$29,697/yr.
004 (E)	City Treasurer	None	\$150/mo.
005	City Clerk	32	1672/2134
006	Deputy City Clerk	21X	1001/1278
021	Finance Officer	31X	1631/2082
031	Steno-Secretary	20X	953/1217
036	Clerk Typist II	17X	824/1051
037	Clerk Typist I	15X	748/953
	Clerk Typist Trainee	7X	506/646
040	Receptionist	15X	748/953
051	Planning Director	34	1844/2353
053	Assistant Planner	23X	1104/1409
055	Junior Planner	20X	953-1217
057	Code Enforcement Officer	18X	865-1104
	Account Clerk	17X	824/1051
<u>PUBLIC WORKS CLASSES</u>			
101 (E)	Director of Public Works/ City Engineer	None	\$27,092/yr.
106	Engineering Surveyor	28X	1409/1799
108	Engineering Aide Draftsman	18X	865/1104
111	Engineering Inspector	28X	1409/1799
	Engineering Technician II	29X	1479/1889

<u>Class Number</u>	<u>Class Title</u>	<u>Range Number</u>	<u>Range or Rate</u>
<u>PUBLIC WORKS CLASSES (CONT'D)</u>			
121	Superintendent of Streets	31X	1631/2082
122	Street Maintenance Foreman	26X	1278/1631
133	Heavy Equipment Operator	24X	1159/1479
134	Light Equipment Operator	22X	1051/1342
164	Automotive Mechanic	26X	1278/1631
187	Maintenance Worker Trainee	7X	506/646
190 (E)	Superintendent of Wastewater Treatment Facilities	31X	1631/2082
193	Wastewater Operator I	23X	1104/1409
	Wastewater Operator II	24X	1159/1479
	Wastewater Operator in Training	19X	908/1159
198	Maintenance Man	19X	908/1159
<u>PUBLIC SAFETY CLASSES</u>			
401 (E)	Chief of Police	None	\$27,613/yr.
403	Police Lieutenant	31X	1631/2082
405	Police Sergeant	28X	1409/1799
407	Police Agent	25X	1217/1553
409	Police Patrol Officer	24X	1159/1479
410	Chief Police Dispatcher	19X	908/1159
412	Police Dispatcher	18X	865/1104
413	Police Matron	13X	678/865
421 (E)	School Crossing Guard	7X	506/646
430	Chief Animal Control Officer	23X	1104/1409
435	Animal Control Officer	20X	953/1217
	Police Reserves	24X	1159/1479
437	Jailer	18X	865/1104

<u>Class Number</u>	<u>Class Title</u>	<u>Range Number</u>	<u>Range or Rate</u>
<u>PUBLIC SAFETY CLASSES (CONT'D)</u>			
461	Chief Building Inspector	30X	1553/1983
462	Deputy Building Inspector	26	1247/1592
463	Environmental Improvement Insp.	18X	865/1104
<u>PARKS AND RECREATION CLASSES</u>			
901 (E)	Director of Parks and Recreation	32	1672/2134
908	Senior Recreation Leader	16X	785/1001
	Gymnastics Supervisor	20	931/1188
	Outreach Coordinator	9X	558/712

Section 5. ALLOCATION TO STEPS. The Personnel Officer on the effective date of this Resolution shall allocate employee positions to steps within the ranges specified in this Compensation Plan. Such step increases shall not exceed 10.0% above an employee's present salary step except in accordance with Section 6b (Promotions), and those position reclassifications or salary range adjustments previously approved by the City Council.

Section 6. ADVANCEMENT WITHIN RANGES.

(a) A full-time probationary or permanent employee shall be eligible, subject to the provision of Section 7, for advancement to the next higher step in the range assigned his class at any time within the first year that his supervisor and the City Administrator feel his performance has warranted it. All probationary employees shall be reviewed in the presence of his supervisor and the City Administrator no later than one year after his hire date.

(b) A full-time permanent employee promoted to another class shall be advanced one salary step from his pre-promotion salary step unless the entry level step in the class to which he is promoted is greater than five percent above his pre-promotion salary step, in which case he will be placed in the first step of the class to which he is promoted. The employee shall be eligible for subsequent salary step increases no later than one year after date of his appointment.

(c) A part-time employee, other than a seasonal recreation employee, shall be eligible, subject to the provisions of Section 7, for advancement to the next highest step in the range assigned his class after having served in that part-time position for a total of 2,080 hours since his appointment or since his last step increase.

Section 7. ADVANCEMENT NOT AUTOMATIC. Advancement from step to step in any range shall not be automatic, but shall depend upon increased service value of an employee to the City as exemplified by the recommendation of his department head to the City Administrator, length of service, performance record, special training undertaken, or other pertinent evidence.

Section 9. EFFECTIVE DATE OF ADVANCEMENT. The effective date of advancement to the next highest salary step shall be the first day of the pay period following the employee's review date.

Section 10. ORIGINAL APPOINTMENTS. An employee will normally be placed in Step A of his position's class range upon original appointment, except that employees may be placed in a higher step of the same range after consideration of previous experience and qualifications and upon approval of the City Administrator.

Section 11. TEMPORARY EMPLOYEES. A temporary employee filling a classified or exempt position on a temporary full or part time basis shall be compensated at an hourly rate equivalent to one of the steps within that position's class range on the Compensation Schedule.

Section 12. COMPENSATORY TIME OFF FOR OVERTIME. Compensatory time off may be granted to any employee other than the City Administrator, Department Head, Division Head or Police Lieutenant, who is required to work additional hours over and above his regularly scheduled work period. The basic work week for employees is hereby established at forty (40) hours per week.

Section 13. ACCRUAL OF COMPENSATORY TIME. Any City employee, other than those employees exempted in Section 12, may accrue up to a maximum of eighty (80) hours of compensatory time, if such employee is required by his supervisor to work additional time over and above his regularly scheduled work week.

Section 14. PAYMENT FOR OVERTIME. An employee, except those exempted in Section 12, may be paid for overtime worked after forty hours a week, when it is to the convenience of the City and approved by the Department Head, at the rate of one-and-one-half times their hourly rate.

Section 15. PAYMENT FOR STANDBY TIME. Upon the request of the Department Head, and with the approval of the City Administrator, any employee required to be "on-call" and available for work during hours other than their normal work shift, shall be paid standby pay at the rate of 25¢ per hour.

Section 16. PAYMENT FOR CALL-OUT TIME. An employee who is called out for work by authorized City personnel, after normal working hours, shall be paid a minimum of two (2) hours overtime pay.

Section 17. PAY PERIODS. Pay periods shall be established by the City Administrator at time periods convenient for City Administration, provided that there be at least two pay days per month.

Section 18. NEW CLASSES. Section 4 of this Resolution shall be amended by the City Council to reflect the compensation of any new class added to the Position Classification Plan and to reflect any elimination of classes from that Plan.

Section 19. EFFECTIVE DATE. This Resolution shall become effective the first day of the pay period following June 30, 1979.

APPROVED AND ADOPTED this 15th day of August, 1979, by the following roll call vote:

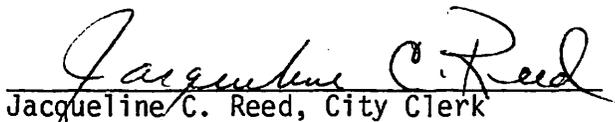
AYES: Mayor Chieze, Councilmembers Grossman, Hockett and Smith.

NOES: Councilmember Karlberg.

ABSENT: None.

  
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Don J. Chieze, Mayor

ATTEST:

  
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Jacqueline C. Reed, City Clerk