

RESOLUTION NO. 84-37

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

WHEREAS, Chapter IV of the Municipal Code provides for the adoption of a Personnel System by Resolution, and

WHEREAS, Resolution 123 adopts a Personnel System, Rules and Regulations for the City of Ridgecrest and provides for the adoption of a plan of compensation for City employee positions, and

WHEREAS, the City Council in Resolution No. 84-06, 84-17, and 84-18 adopted a revised compensation plan, 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 the efficient and effective administration of City government;

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

Section 1. Resolution No. 84-06, 84-17, and 84-18 are hereby rescinded.

Section 2. APPLICATION. Employees in the Competitive Service of the City and such other City positions exempted from the Competitive Service by Chapter IV of the Municipal Code, 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. This basic compensation schedule shall consist of the ranges and steps listed in this section as follows:

Section 3. COMPENSATION SCHEDULE

| Range No. | Yearly Salary | Bi-Weekly | Hourly Rate | Step A | Step B | Step C | Step D | Step E | Step F |
|-----------|---------------|-----------|-------------|--------|--------|--------|--------|--------|--------|
| 9         | 6528          | 251.08    | 3.14        | 544    | 571    | 600    | 630    | 662    | 695    |
| 9X        | 6696          | 257.54    | 3.22        | 558    | 586    | 615    | 646    | 678    | 712    |
| 10        | 6864          | 264.00    | 3.30        | 571    | 600    | 630    | 662    | 695    | 730    |
| 10X       | 7032          | 270.46    | 3.38        | 586    | 615    | 646    | 678    | 712    | 748    |
| 11        | 7200          | 276.92    | 3.46        | 600    | 630    | 662    | 695    | 730    | 767    |
| 11X       | 7380          | 283.85    | 3.55        | 615    | 646    | 678    | 712    | 748    | 785    |
| 12        | 7560          | 290.77    | 3.63        | 630    | 662    | 695    | 730    | 767    | 805    |
| 12X       | 7752          | 298.15    | 3.73        | 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          | 328.62    | 4.11        | 712    | 748    | 785    | 824    | 865    | 908    |
| 15        | 8760          | 336.92    | 4.21        | 730    | 767    | 805    | 845    | 887    | 931    |
| 15X       | 8976          | 345.23    | 4.32        | 748    | 785    | 824    | 865    | 908    | 953    |
| 16        | 9204          | 354.00    | 4.43        | 767    | 805    | 845    | 887    | 931    | 978    |
| 16X       | 9420          | 362.31    | 4.53        | 785    | 824    | 865    | 908    | 953    | 1001   |
| 17        | 9660          | 371.54    | 4.64        | 805    | 845    | 887    | 931    | 978    | 1027   |
| 17X       | 9888          | 380.31    | 4.75        | 824    | 865    | 908    | 953    | 1001   | 1051   |
| 18        | 10140         | 390.00    | 4.88        | 845    | 887    | 931    | 978    | 1027   | 1078   |
| 18X       | 10380         | 399.23    | 4.99        | 865    | 908    | 953    | 1001   | 1051   | 1104   |
| 19        | 10644         | 409.38    | 5.12        | 887    | 931    | 978    | 1027   | 1078   | 1132   |
| 19X       | 10896         | 419.08    | 5.24        | 908    | 953    | 1001   | 1051   | 1104   | 1159   |
| 20        | 11172         | 429.69    | 5.37        | 931    | 978    | 1027   | 1078   | 1132   | 1189   |

Section 3. COMPENSATION SCHEDULE-Continued

| Range No. | Yearly Salary | Bi-Weekly | Hourly Rate | Step A | Step B | Step C | Step D | Step E | Step F |
|-----------|---------------|-----------|-------------|--------|--------|--------|--------|--------|--------|
| 20X       | 11436         | 439.85    | 5.50        | 953    | 1001   | 1051   | 1104   | 1159   | 1217   |
| 21        | 11736         | 451.38    | 5.64        | 978    | 1027   | 1078   | 1132   | 1189   | 1248   |
| 21X       | 12012         | 462.00    | 5.78        | 1001   | 1051   | 1104   | 1159   | 1217   | 1278   |
| 22        | 12324         | 474.00    | 5.92        | 1027   | 1078   | 1132   | 1189   | 1248   | 1310   |
| 22X       | 12612         | 485.08    | 6.06        | 1051   | 1104   | 1159   | 1217   | 1278   | 1342   |
| 23        | 12924         | 497.54    | 6.22        | 1078   | 1132   | 1189   | 1248   | 1310   | 1376   |
| 23X       | 13248         | 509.54    | 6.37        | 1104   | 1159   | 1217   | 1278   | 1342   | 1409   |
| 24        | 13584         | 522.46    | 6.53        | 1132   | 1189   | 1248   | 1310   | 1376   | 1445   |
| 24X       | 13908         | 534.92    | 6.69        | 1159   | 1217   | 1278   | 1342   | 1409   | 1479   |
| 25        | 14268         | 548.77    | 6.86        | 1189   | 1248   | 1310   | 1376   | 1445   | 1517   |
| 25X       | 14604         | 561.69    | 7.02        | 1217   | 1278   | 1342   | 1409   | 1479   | 1553   |
| 26        | 14976         | 576.00    | 7.20        | 1248   | 1310   | 1376   | 1445   | 1517   | 1593   |
| 26X       | 15336         | 589.85    | 7.37        | 1278   | 1342   | 1409   | 1479   | 1553   | 1631   |
| 27        | 15720         | 604.62    | 7.56        | 1310   | 1376   | 1445   | 1517   | 1593   | 1673   |
| 27X       | 16104         | 619.38    | 7.74        | 1342   | 1409   | 1479   | 1553   | 1631   | 1713   |
| 28        | 16512         | 635.08    | 7.94        | 1376   | 1445   | 1517   | 1593   | 1673   | 1757   |
| 28X       | 16908         | 650.31    | 8.12        | 1409   | 1479   | 1553   | 1631   | 1713   | 1799   |
| 29        | 17340         | 666.92    | 8.34        | 1445   | 1517   | 1593   | 1673   | 1757   | 1845   |
| 29X       | 17748         | 682.62    | 8.53        | 1479   | 1553   | 1631   | 1713   | 1799   | 1889   |
| 30        | 18204         | 700.15    | 8.75        | 1517   | 1593   | 1673   | 1757   | 1845   | 1937   |
| 30X       | 18636         | 716.77    | 8.96        | 1553   | 1631   | 1713   | 1799   | 1889   | 1983   |
| 31        | 19116         | 735.23    | 9.19        | 1593   | 1673   | 1757   | 1845   | 1937   | 2034   |
| 31X       | 19572         | 752.77    | 9.41        | 1631   | 1713   | 1799   | 1889   | 1983   | 2082   |
| 32        | 20076         | 772.15    | 9.65        | 1673   | 1757   | 1845   | 1937   | 2034   | 2136   |

Section 3. COMPENSATION SCHEDULE-Continued

| Range No. | Yearly Salary | Bi-Weekly | Hourly Rate | Step A | Step B | Step C | Step D | Step E | Step F |
|-----------|---------------|-----------|-------------|--------|--------|--------|--------|--------|--------|
| 32X       | 20556         | 790.62    | 9.88        | 1713   | 1799   | 1889   | 1983   | 2082   | 2186   |
| 33        | 21084         | 810.92    | 10.14       | 1757   | 1845   | 1937   | 2034   | 2136   | 2243   |
| 33X       | 21558         | 830.31    | 10.38       | 1799   | 1889   | 1983   | 2082   | 2186   | 2295   |
| 34        | 22140         | 851.54    | 10.64       | 1845   | 1937   | 2034   | 2136   | 2243   | 2355   |
| 34X       | 22668         | 871.85    | 10.90       | 1889   | 1983   | 2082   | 2186   | 2295   | 2410   |
| 35        | 23244         | 894.00    | 11.18       | 1937   | 2034   | 2136   | 2243   | 2355   | 2473   |
| 35X       | 23796         | 915.23    | 11.44       | 1983   | 2082   | 2186   | 2295   | 2410   | 2531   |
| 36        | 24408         | 938.77    | 11.73       | 2034   | 2136   | 2243   | 2355   | 2473   | 2597   |
| 36X       | 24984         | 960.92    | 12.01       | 2082   | 2186   | 2295   | 2410   | 2531   | 2658   |
| 37        | 25632         | 985.85    | 12.32       | 2136   | 2243   | 2355   | 2473   | 2597   | 2727   |
| 37X       | 26232         | 1008.92   | 12.61       | 2186   | 2295   | 2410   | 2531   | 2658   | 2791   |
| 38        | 26916         | 1035.23   | 12.94       | 2243   | 2355   | 2473   | 2597   | 2727   | 2863   |
| 38X       | 27540         | 1059.23   | 13.24       | 2295   | 2410   | 2531   | 2658   | 2791   | 2931   |
| 39        | 28260         | 1086.92   | 13.59       | 2355   | 2473   | 2597   | 2727   | 2863   | 3006   |
| 39X       | 28920         | 1112.31   | 13.90       | 2410   | 2531   | 2658   | 2791   | 2931   | 3078   |
| 40        | 29676         | 1141.38   | 14.27       | 2473   | 2597   | 2727   | 2863   | 3006   | 3156   |
| 40X       | 30372         | 1168.15   | 14.60       | 2531   | 2658   | 2791   | 2931   | 3078   | 3232   |
| 41        | 31164         | 1198.62   | 14.98       | 2597   | 2727   | 2863   | 3006   | 3156   | 3314   |
| 41X       | 31896         | 1226.77   | 15.33       | 2658   | 2791   | 2931   | 3078   | 3232   | 3394   |
| 42        | 32724         | 1258.62   | 15.73       | 2727   | 2863   | 3006   | 3156   | 3314   | 3480   |
| 42X       | 33492         | 1288.15   | 16.10       | 2791   | 2931   | 3078   | 3232   | 3394   | 3564   |
| 43        | 34356         | 1321.38   | 16.52       | 2863   | 3006   | 3156   | 3314   | 3480   | 3654   |
| 43X       | 35172         | 1352.77   | 16.91       | 2931   | 3078   | 3232   | 3394   | 3564   | 3742   |
| 44        | 36072         | 1387.38   | 17.34       | 3006   | 3156   | 3314   | 3480   | 3654   | 3837   |
| 44X       | 36936         | 1420.62   | 17.76       | 3078   | 3232   | 3394   | 3564   | 3742   | 3929   |

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 Title</u>                                  | <u>Range Number</u> | <u>Range or Rate</u> |
|-----------------------------------------------------|---------------------|----------------------|
| <u>CLERICAL, FISCAL, AND ADMINISTRATIVE CLASSES</u> |                     |                      |
| Planning Commission                                 | None                | \$ 15/meeting        |
| City Administrator                                  | None                | \$ 3687/month        |
| City Treasurer                                      | None                | \$ 500/month         |
| City Clerk                                          | 37                  | \$ 2136/2727         |
| Deputy City Clerk                                   | 27X                 | \$ 1342/1713         |
| Finance Director                                    | None                | \$ 3220/month        |
| Administrative Aide                                 | 28X                 | \$ 1409/1799         |
| Executive Secretary                                 | 28X                 | \$ 1409/1799         |
| Senior Secretary                                    | 27X                 | \$ 1342/1713         |
| Secretary                                           | 25X                 | \$ 1217/1553         |
| Administrative Clerk II                             | 22X                 | \$ 1051/1342         |
| Administrative Clerk I                              | 20X                 | \$ 953/1217          |
| Director of Community Development                   | None                | \$ 3142/month        |
| Associate Planner                                   | 36X                 | \$ 2082/2658         |
| Assistant Planner                                   | 34X                 | \$ 1889/2410         |
| Planning Technician                                 | 27X                 | \$ 1342/1713         |
| Accountant                                          | 31                  | \$ 1593/2034         |
| Account Clerk                                       | 23X                 | \$ 1104/1409         |

PUBLIC WORKS CLASSES

|                                        |      |               |
|----------------------------------------|------|---------------|
| Director of Public Works/City Engineer | None | \$ 3290/month |
| Engineering Manager                    | 38   | \$ 2243/2863  |

Section 4. PUBLIC WORKS CLASSES-continued

| <u>Class Title</u>               | <u>Range<br/>Number</u> | <u>Range<br/>or Rate</u> |
|----------------------------------|-------------------------|--------------------------|
| Senior Engineering Aide          | 31                      | \$ 1593/2034             |
| Engineering Aide                 | 28                      | \$ 1376/1757             |
| Public Works Inspector           | 34                      | \$ 1845/2355             |
| Public Works Supervisor          | 37                      | \$ 2136/2727             |
| Public Works Crew Leader         | 29X                     | \$ 1479/1889             |
| Equipment Operator II            | 27X                     | \$ 1342/1713             |
| Equipment Operator I             | 25X                     | \$ 1217/1553             |
| Equipment Mechanic               | 29X                     | \$ 1479/1889             |
| Maintenance Worker II            | 24X                     | \$ 1159/1479             |
| Maintenance Worker I             | 22X                     | \$ 1051/1342             |
| Wastewater Facilities Supervisor | 36                      | \$ 2034/2597             |
| Wastewater Operator I            | 27                      | \$ 1310/1673             |
| Wastewater Operator II           | 29                      | \$ 1445/1845             |
| Wastewater Operator in Training  | 25                      | \$ 1189/1517             |

PUBLIC SAFETY CLASSES

|                                  |      |                |
|----------------------------------|------|----------------|
| Chief of Police                  | None | \$ 2,998/month |
| Police Lieutenant                | 37   | \$ 2136/2727   |
| Police Sergeant                  | 34   | \$ 1845/2355   |
| Police Detective                 | 32   | \$ 1673/2136   |
| Police Patrol Officer            | 31   | \$ 1593/2034   |
| Records/Communication Supervisor | 26X  | \$ 1278/1631   |
| Police Dispatcher                | 23X  | \$ 1104/1409   |
| Police Matron                    | 16X  | \$ 785/1001    |

Section 4. PUBLIC WORKS CLASSES-continued

| Class Title                        | Range Number | Range or Rate |
|------------------------------------|--------------|---------------|
| School Crossing Guard              | 10           | \$ 571/730    |
| Chief Animal Control Officer       | 27X          | \$ 1342/1713  |
| Animal Control Officer             | 24X          | \$ 1159/1479  |
| Police Reserves                    | 28X          | \$ 1409/1799  |
| Limited Duty Officer               | 23X          | \$ 1104/1409  |
| Public Safety Technician           | 23X          | \$ 1104/1409  |
| Chief Building Inspector           | 37           | \$ 2136/2727  |
| Building Inspector                 | 34           | \$ 1845/2355  |
| Director of Parks & Recreation     | None         | \$ 2950/month |
| Nutrition Program Project Director | 29X          | \$ 1479/1889  |
| Recreation Supervisor              | 26X          | \$ 1278/1631  |

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.

Section 6. ADVANCEMENT WITHIN RANGES.

(a) A full-time probationary or permanent employee shall be eligible, subject to the provisions 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 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 8. ADVANCEMENT FOR OUTSTANDING PERFORMANCE. The City Administrator, upon the recommendation of a Department Head, may advance an employee to the next highest step within the range for the employee's class as a reward for outstanding performance but only after the employee has served a minimum of three months in the step from which he is to be advanced.

Section 9. ADVANCE BEYOND CLASS RANGE. No salary advancement shall be made so as to exceed the maximum step established in the Compensation Schedule, Section 3, for the class to which the employee's position is allocated.

Section 10. EFFECTIVE DATE OF ADVANCEMENT. The effective date of advancement to the next highest salary step shall be the first date of the pay period following the employee's review date.

Section 11. 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 12. 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 13. 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 14. 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 15. EFFECTIVE DATE. All sections of this Resolution shall become effective the first day of the pay period following June 30, 1984.

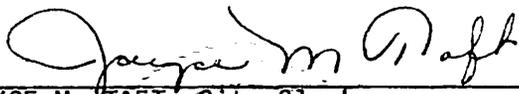
APPROVED AND ADOPTED this 20th day of August, 1984, by the following roll call vote:

AYES: Mayor Bergens, Councilmembers Mower, Condos, Pearson, and Wiknich.

NOES: None  
ABSENT: None  
ABSTAIN: None

  
\_\_\_\_\_  
Anna Marie Bergens, Mayor

ATTEST:

  
\_\_\_\_\_  
JOYCE M. TAFT, City Clerk