



Staff Report

Date: April 16, 2020
To: Mayor Brekhus and Council Members
From: Joe Chinn, Town Manager
Subject: Council adoption of Resolution No. 2152 amending the Town Salary Schedule

Recommendation

Adopt Resolution No. 2152, amending the Town Salary Schedule to include the new position of Senior Maintenance Worker and the removal of the Public Works Superintendent position from the Salary Schedule.

Background and discussion

The Town of Ross Public Works Superintendent retired in September 2019. Rather than hiring a new Public Works Superintendent the Town promoted Anthony Alcozer from being a Maintenance Worker to a new position of Senior Maintenance Worker. Much of the supervisory role that the Public Works Superintendent was providing was transferred to the Public Works Director, who is the manager and supervisor of both the Senior Maintenance Worker and Maintenance Worker position. The Town hired Zach Baker as the Maintenance Worker to backfill the previous position held by Anthony Alcozer. The end result is an annual savings in salary and benefits cost of \$55,000 in the Public Works Department. Council approval of the Resolution would ratify the new salary structure effective September 1, 2019, which is the basis from which the upcoming Fiscal Year 2020-21 budget will build upon.

Fiscal, resource and timeline impacts

The proposed action saves the Town money due to the lower cost of the Senior Maintenance Worker position compared to the previous Public Works Superintendent position. The annual salary difference between the top step of the two positions is \$33,648. Overall, the annual savings in salary and benefits to Public Works is \$55,000 with the reorganized Public Works Department.

Alternative actions

No alternative action is recommended.

Environmental review (if applicable)

N/A

Attachments

- Resolution No. 2152
- Salary Schedule

TOWN OF ROSS

RESOLUTION NO. 2152

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ROSS
AMENDING THE TOWN'S SALARY SCHEDULE**

WHEREAS, the Ross Town Council approves the salary schedule for all Town employees;
and

WHEREAS, the staff recommends that the Town of Ross add a new position to the salary schedule to include the new position of Senior Maintenance Worker and remove the position of Public Works Superintendent which was replaced by the Senior Maintenance Worker position;

NOW THEREFORE BE IT RESOLVED, the Ross Town Council of the Town of Ross hereby amends the Town of Ross Salary Schedule attached hereto to reflect salary changes effective September 1, 2019.

The foregoing resolution was duly adopted by the Ross Town Council at the regular meeting held on the 16th day of April 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Elizabeth Brekhus, Mayor

ATTEST:

Linda Lopez, Town Clerk

TOWN OF ROSS
SALARY SCHEDULE
Effective September 1, 2019

Department/Position	Unit	Hourly	Per Month				
		Rate	Salary	Step A	Step B	Step C	Step D
TOWN MANAGER approved by Resolution No. 2119 adopted 8/8/19							
Town Manager	Unrepresented		\$ 17,827	--	--	--	--
ADMINISTRATION approved by budget							
Administrative Manager/Town Clerk	Unrepresented			\$ 7,055	\$ 7,408	\$ 7,778	\$ 8,167
Town Treasurer	Unrepresented		\$ 250	--	--	--	--
Office Assistant (.45 time)	Unrepresented	\$24.65					
PLANNING AND BUILDING approved by budget							
Planning and Building Director	Unrepresented		\$ 10,899	\$ 11,444	\$ 12,017	\$ 12,618	
Senior Building Inspector	Unrepresented		\$ 8,159	\$ 8,567	\$ 8,995	\$ 9,445	
Building Permit Technician	Unrepresented		\$ 5,784	\$ 6,073	\$ 6,378	\$ 6,695	
Planner	Unrepresented		\$ 6,623	\$ 6,954	\$ 7,302	\$ 7,667	
PUBLIC WORKS approved by budget							
Public Works Director	Unrepresented		\$ 11,295	\$ 11,859	\$ 12,453	\$ 13,077	
Senior Maintenance Worker	Unrepresented		\$ 5,327	\$ 5,593	\$ 5,873	\$ 6,167	
Maintenance Worker	Unrepresented		--	\$ 4,679	\$ 4,913	\$ 5,159	\$ 5,417
POLICE CHIEF approved by Resolution 2101 adopted 4/4/19							
Police Chief	Unrepresented		\$12,732	--	--	--	--
Education pay of \$250/month, Uniform Pay \$1,000/yr							
POLICE approved by Resolution No. 2113 adopted 06/13/19							
Police Sergeant	Ross Police Officers Assn		--	\$ 8,234	\$ 8,646	\$ 9,078	\$ 9,533
Police Officer	Ross Police Officers Assn		--	\$ 6,978	\$ 7,326	\$ 7,694	\$ 8,078
MOU also calls for:							
Longevity pay of 2.5% - 5% of salary							
Education pay of \$50 to \$300 per month							
Shift differential pay of 5% for night hours							
Holiday in lieu pay for 12 holidays per year							
Uniform pay of \$1,000/year							
RECREATION approved by budget							
Recreation Manager (3/4 time)	Unrepresented		\$ 7,285	--	--	--	--
Recreation Specialist	Unrepresented			\$ 28.37	\$ 29.79	\$ 31.28	\$ 32.84
Clerk	Unrepresented			\$ 22.84	\$ 23.98	\$ 25.18	\$ 26.44
Recreation Instructor/Program Lead	Unrepresented	\$15.00 - \$78.00					
Recreation Leader	Unrepresented	\$13.00 - \$14.50					
Administrative Assistant	Unrepresented	\$27.30 - \$34.00					