

RESOLUTION NO. 2850

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
ADOPTING A COMPENSATION AND BENEFIT PLAN
FOR THE FISCAL YEAR 2016-17

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Corcoran that adjustments to the compensation and benefits plan for the 2016-17 fiscal year be made and compensation shall be as indicated effective on the date specified below for the years above written:

I. Effective July 1, 2016, compensation shall be as indicated for the following represented classifications:

<u>Classification</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	
Account Clerk	2,720	2,858	3,005	3,158	3,319	A,D,G,O
Administrative Assistant/PW	2,946	3,094	3,248	3,410	3,580	A,D,G,O
Building Inspector	3,947	4,145	4,352	4,570	4,799	A,D,G,I,O
Chief Fleet Mechanic	3,248	3,410	3,580	3,760	3,947	C,D,F,G,I,O
Clerk/Dispatcher	2,946	3,094	3,248	3,410	3,580	B,D,H,I,P
Code Enforcement Officer	3,410	3,580	3,760	3,947	4,145	C,D,G,I,O
CSO/Animal Control	2,946	3,094	3,248	3,410	3,580	B,D,E,H,I,P
CSO/Prop & Evidence Tech	2,946	3,094	3,248	3,410	3,580	B,D,E,G,I,O
Fleet Mechanic	2,946	3,094	3,248	3,410	3,580	C, D, F, G, I, O
Maintenance Worker I	2,671	2,805	2,946	3,094	3,248	C,D,F,G,I,O
Maintenance Worker II	2,946	3,094	3,248	3,410	3,580	C,D,F,G,I,O
Parks & Streets Maint Supervisor	3,760	3,947	4,145	4,352	4,571	C,D,F,G,I,O
Police Corporal	4,436	4,658	4,892	5,136	5,392	B,D,H,I,P
Police Officer I	4,024	4,225	4,436	4,658	4,892	B,D,H,I,P
Police Officer II	4,225	4,436	4,658	4,892	5,136	B,D,H,I,P
Police Sergeant	4,892	5,136	5,392	5,662	5,946	B,D,H,I,P
Records Clerk	2,671	2,805	2,946	3,094	3,249	B,D,G,I,O
Senior Account Clerk	2,975	3,127	3,286	3,455	3,631	A,D,G,O
Senior Clerk/Dispatcher	3,248	3,410	3,580	3,760	3,947	B,D,H,I,P
Senior Records Clerk	2,946	3,094	3,248	3,410	3,580	B,D,G,I,O
Senior Transit Assistant	2,017	2,118	2,228	2,341	2,461	C,D,G,O
Transit Coordinator	3,248	3,410	3,580	3,760	3,947	C,D,G,O
Transit Operator	2,424	2,545	2,671	2,805	2,946	C,D,G,I,O
Water Chief Plant Operator	6,164	6,472	6,795	7,135	7,492	C,D,E,F,G,I,O
Water Shift Operator	4,145	4,352	4,571	4,798	5,039	C,D,E,F,G,I,O
Water Lead Shift Operator	4,798	5,039	5,290	5,555	5,832	C,D,E,F,G,I,O
Water Utility Operator	3,093	3,247	3,410	3,580	3,759	C,D,E,F,G,I,O
Water Utility Worker	2,671	2,805	2,946	3,093	3,247	C,D,E,F,G,I,O
WWTP Chief Plant Operator	5,039	5,290	5,555	5,833	6,125	C,D,E,F,G,I,O
WWTP Lead Utility Operator	3,947	4,145	4,352	4,571	4,799	C,D,E,F,G,I,O
WWTP Utility Operator I	2,946	3,094	3,248	3,410	3,580	C,D,E,F,G,I,O
WWTP Utility Operator II	3,410	3,580	3,760	3,947	4,145	C,D,E,F,G,I,O
WWTP Utility Worker I	2,308	2,424	2,545	2,671	2,805	C,D,E,F,G,I,O
WWTP Utility Worker II	2,671	2,805	2,946	3,094	3,248	C,D,E,F,G,I,O

II. Effective July 1, 2016, compensation shall be as indicated for the following unrepresented classifications:

<u>Classification</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	
Accountant	4,080	4,284	4,498	4,725	4,960	C,G,O,Q
Executive Assistant (PD)	3,805	3,996	4,196	4,405	4,626	C,G,O,Q

III. Effective July 1, 2016, compensation shall be as indicated for the following management classifications:

<u>Classification</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	
Asst to the City Manager/ City Clerk	4,960	5,208	5,468	5,742	6,030	C,G,O,Q
Communications/Records Manager	4,498	4,725	4,960	5,208	5,468	C,G,I,O,Q
Community Dev Director/Bld Official	8,079	8,483	8,909	9,354	9,822	C,G,O,Q
Finance Director	8,307	8,722	9,158	9,616	10,096	C,G,O,Q
Deputy Police Chief	7,110	7,466	7,840	8,230	8,641	C,G,I,O,Q
Police Chief	9,075	9,528	10,004	10,505	11,030	C,G,I,O,Q
Public Works Director	8,483	8,909	9,354	9,822	10,312	C,G,I,O,Q
Public Works Superintendent	5,208	5,468	5,742	6,030	6,331	C,G,I,O,Q

Step 1. The first step of the salary range of the City of Corcoran's Compensation Plan.

Step 2. Available to those employees who have completed one year of satisfactory performance in Step 1 of the compensation plan and have met all other merit increase provisions.

Step 3. Available to those employees who have completed one year of satisfactory performance in Step 2 of the compensation plan and have met all other merit increase provisions.

Step 4. Available to those employees who have completed one year of satisfactory performance in Step 3 of the compensation plan and have met all other merit increase provisions.

Step 5. Available to those employees who have completed one year of satisfactory performance in Step 4 of the compensation plan and have met all other merit increase provisions.

Police Officers assigned to the following specialty assignments will receive a base pay rate 5% above their current step:

- Narcotics Task Force
- Gang Task Force
- School Resource Officer
- Detective
- K-9

Police Officers assigned as Field Training Officers will receive a base pay rate 3% above their current step, for any pay period during which they perform this function.

VI. Effective July 1, 2016, compensation shall be as indicated for the following part-time positions:

Administrative Assistant	\$12.50
Clerk Dispatcher	\$16.99
Crossing Guard	\$11.25
Office Clerk	\$15.69
Police Officer Trainee	\$20.89
Records Clerk	\$15.42
Reserve Police Officer-Level 1	\$23.21
Reserve Police Officer-Level 2	\$14.00
Transit Driver	\$13.98

Reserve Police Officers shall volunteer sixteen (16) hours of time each month (without pay) before being placed in pay status for the month.

CONDITION NOTES/FULL-TIME EMPLOYEES. conditions J, K, L, M and R apply to all full-time employees.

A. Works 40 hour per week on weekdays.

- B. Works shifts assigned by the Department Head
- C. Works 40 hours per week and/or as necessary.
- D. Authorized overtime compensated at one and one-half times the hourly shift rate as per Sections 517 and 519 of the City of Corcoran Personnel Manual and current Memorandums of Understanding.
- E. Authorized to receive standby pay at the rate of \$150 per week, with an additional \$25 for each holiday that falls within a standby period.
- F. Authorized to receive a minimum of two hours overtime accumulation when called back to duty. This compensation to be in addition to any standby pay received.
- G. Observes eleven municipal holidays on a guaranteed basis.
- H. Does not observe municipal holidays, but receives holiday in-lieu compensation of 4 ½% of the employee's annual salary.
- I. Eligible for uniform maintenance and allowance as provided below and to be disbursed as indicated:

1. Police Officers, Chief and Deputy Chief	\$1,000.00	paid in December and June (in arrears)
2. Community Service Officers	\$700.00	paid in December and June (in arrears)
3. Dispatchers, Records Clerks and Communications/Records Manager	\$500.00	paid in December and June (in arrears)
4. Public Works (Local 39), and Public Works Director	\$500.00	paid in July (in advance)
5. Transit Operators	\$345.00	paid in July (in advance)
6. Building Division	\$300.00	paid in July (in advance)
7. Reserves	\$400.00	paid in December and June (in arrears)

- J. Effective July 1, 2015, the City's contribution towards the employees' monthly premiums for health and welfare insurance programs for employees will continue to be 80% of the total cost for employees hired before January 1, 2012. For employees hired after January 1, 2012 the City's contribution towards the employees' monthly premiums for health and welfare insurance programs will be 70% of the total cost. Employees who have medical coverage elsewhere and opt out of the City's plan are eligible to receive \$150 a month in the form of a contribution to a Deferred Comp account or Health Savings Account or semi-annual cash payment (cash payments made in June and December).

- K. Effective July 1, 2015, **sick** leave shall continue to be accrued as follows:

- 1. 3.69 hours per biweekly pay period for employees on 8 hour shifts, 4.06 hours per biweekly pay period for employees on 10 hour shifts and 4.43 hours per biweekly pay period for employees on 12 hour shifts.
- 2. Unused sick leave may be sold back to the City as per the current Memorandum of Understanding and/or City Personnel Manual,

- L. Effective July 1, 2015, **vacation** leave hours shall be accrued per biweekly pay period as follows:

<u>Years of Service</u>	<u>8 hour shifts</u>	<u>10 hour shifts</u>	<u>12 hour shifts</u>
0 - 4	3.08	3.39	3.70
5 - 9	4.62	5.08	5.54
- 10 or more	6.15	6.77	7.39

Administrative leave shall be credited to the following positions in the amounts shown on an annual basis.

4 days	Executive Assistant--Police Department Accountant Human Resources Coordinator
7 days	City Manager Departments Heads Assistant to the City Manager/City Clerk Assistant Community Development Director/Building Official Deputy Police Chief Communications/Records Manager Public Works Superintendent

No employee shall accumulate more than thirty (30) (45 for management) days vacation leave regardless of length of service without approval from the City Manager.

Employees may sell up to 5 days of accumulated vacation a year as long as they maintain 20 days accumulation, as per the current Memorandum of Understanding.

M. Effective July 1, 2015, the reimbursement rate for use of a personal vehicle for City Business will continue to be the current IRS reimbursement rate. If an employee chooses to use a personal vehicle when a city vehicle is available, the reimbursement rate will be 40% of the IRS rate.

O. Eligible to receive one floating holiday a year.

P. Eligible to receive two floating holidays a year.

Q. Eligible for a City match of \$1 for every \$3 of contributions to a deferred compensation plan by the employee, up to a maximum of 4% of the employee's salary.

R. Retirement benefits for full-time employees are provided by contract with CalPERS. Employees as of July 1, 2012 are covered under 2%@55(single highest year) for miscellaneous employees and 3%@55(single highest year) for safety employees. Effective January 1, 2013 a two-tier plan will be established with new employees covered under 2%@62(final three years) for miscellaneous employees and 2%@57(final three years) for safety employees. Plan costs are split between the City and employee in accordance with the current MOU.

Passed and approved at the regular meeting of the City Council of the City of Corcoran held on the 28th day of June, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED: _____
Jerry Robertson, Mayor

ATTEST: _____
Deputy, City Clerk

CLERKS CERTIFICATE

City of Corcoran }
County of Kings } ss.
State of California }

I, _____, hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by the City Council of the City of Corcoran at a regular meeting held on the _____th day of _____, by the vote as set forth therein.

DATED:

ATTEST:

City Clerk

[seal]

