

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAUSALITO
ESTABLISHING THE AUTHORIZED STAFFING LEVELS AND SALARY RANGES FOR
ALL PERMANENT AND TEMPORARY POSITIONS FOR FISCAL YEAR 2018-19**

WHEREAS, the budget for Fiscal Year 2018-19 provides funding for specified positions, based upon specified salary ranges; and

WHEREAS, confirming such positions and salary ranges by resolution simplifies administering the personnel process.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sausalito, California, as follows:

Section 1. The number of authorized permanent full-time positions is 74 effective July 1, 2018 and is set forth in Tables 1 entitled "Authorized Permanent Staffing" and made part of this resolution by reference.

Section 2. The salary schedule for temporary positions is presented in Table 2.

Additional temporary positions may be authorized by the City Manager in order to backfill for vacant permanent positions. No temporary employee may be retained for more than 1,000 hours per fiscal year, except those positions specifically exempted from this provision by the City of Sausalito contract with the California Public Employees' Retirement System.

Section 3. The salary range for each permanent position represented by the Service Employees International Union (SEIU) Local 1021 for the period July 1, 2018 through June 30, 2019 is set forth in Table 3A and made part of this resolution by reference.

The salary range for each permanent position represented by the Sausalito Police Association for the period July 1, 2018 through June 30, 2019 is set forth in Table 3B and made part of this resolution by reference.

The salary range for each permanent position in the Confidential Employees classification for the period July 1, 2018 through June 30, 2019 is set forth in Table 3C and made part of this resolution by reference.

The salary range for each permanent position in the Management Employees classification for the period July 1, 2018 through June 30, 2019 is presented in Table 3D and made part of this resolution by reference.

Section 4. Due to rounding, bi-weekly and monthly rates paid to employees pursuant to Tables 3A, 3B, 3C, and 3D may vary. The hourly rate shall be the official basis upon which pay is computed.

Section 5. The attached exhibits (Tables 1, 2, 3A, 3B, 3C, 3D, and 4) are hereby made a part of this resolution. Adjustments to any of the attached exhibits may be made as necessary by resolution of the City Council.

Section 6. The salary rates and staffing levels included in this Resolution shall be effective on July 1, 2018 and shall remain in effect in accordance with the terms of the Memoranda of Understanding with the SEIU and Police employee groups and with the appropriate compensation resolution(s) for the Unrepresented Employees in the Management and

Confidential units unless and until changes may be made through revision to the Memoranda of Understanding and resolutions for any of the heretofore mentioned employee groups.

APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Sausalito held on the 26th day of June , 2018 by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Mayor of the City of Sausalito

ATTEST:

Deputy City Clerk

TABLE 1 Authorized Positions (Full-time Equivalents) FY2018-19

POSITION	FY18-19 Proposed	FY19-20 Plan
Administrative Aide - POA	1	1
Administrative Aide	4	4
Administrative Analyst	1	1
Administrative Services Director/Treasurer	1	1
Assistant Planner	1	1
Assistant to City Manager/City Clerk	0	0
Assistant City Manager / City Clerk	1	1
Assistant Engineer	1	1
Associate Planner	1	1
Building Inspector	1	1
CDD Director	1	1
City Attorney	1 (contract)	1 (contract)
City Librarian/ Communications Director	1	1
City Manager	1	1
Custodian	1	1
Deputy City Clerk / Sr. Admin Analyst	0	0
DPW Division Manager	1	1
DPW Supervisor	1	1
Engineering Technician	1	1
Fleet Coordinator	1	1
Human Resources Manager	1	1
Landscape I	1	1
Landscape II	1	1
Landscape III	1	1
Lead Custodian	1	1
Librarian I	1	1
Librarian II	1	1
Library Assistant II	1	1
Maintenance Worker I	0	0
Maintenance Worker II	3	3
Maintenance Worker III	1	1
Parking Enforcement Officer	4	4
Permit Technician	1	1
Police Captain	0	0
Police Chief	1	1
Police Corporal	2	2
Police Lieutenant	2	2
Police Officer	9	9
Police Officer-Investigator	2	2
Police Sergeant	4	4

TABLE 1 Authorized Positions (Full-time Equivalents) FY2018-19

POSITION	FY18-19 Proposed	FY19-20 Plan
Property/ Business Manager	1	1
Public Works Director/City Engineer	1	1
Records Supervisor/ Assistant to Police Chief- Confidential	1	1
Recreation Director	1	1
Recreation Supervisor	2	2
Senior Accounting Technician	2	2
Senior Civil Engineer	1	1
Senior Library Assistant	1	1
Sewer Maintenance Worker I	1	1
Sewer Maintenance Worker II	0	0
Sewer Maintenance Worker III	1	1
Senior Planner	1	1
Sewer Systems Coordinator	1	1
Technology Systems Technician	1	1
Technology Manager	1	1
Total	73 + 1 contract	73 + 1 contract

TABLE 2
Temporary Employees – Hourly Wages
City of Sausalito
 Effective July 1, 2018

CLASSIFICATION **SALARY RANGE**

ELECTED OFFICIALS / Per Month

City Councilmembers (5) 300.00 per month*

*Individual Councilmembers may direct all or a portion of the Elected Officials compensation to a non-profit organization providing public service in lieu of receiving compensation for the commensurate time period.

APPOINTED OFFICIALS / Per Meeting

Planning Commissioner (5) 25.00 per meeting/maximum 100.00 per month

TEMPORARY EMPLOYEES / Per Hour

LIBRARY:

Library Program Assistant	10.50-14.00
Library Page	14.50-16.50
Librarian Assistant	18.00-25.00
Hourly Reference Librarian	18.00-30.00

POLICE DEPARTMENT:

Emergency Services Coordinator (civilian)	25.00-30.00
Harbor Assistant (civilian)	25.00-30.00
Parking Analyst	25.00
Lead Parking Attendant	25.00**
Shuttle Bus Driver	17.00

RECREATION DEPARTMENT:

Recreation Leader I	10.50-14.00
Recreation Leader II	13.50-16.00
Recreation Leader III	15.50-18.00
Recreation Specialist	17.50-23.00

NOTE:

1. Hourly salaries will be adjusted so that the lowest step in a salary range is always at or above the established Minimum Wage.
2. Employees may be hired within the hourly rates established, based upon qualifications and market need.
3. **Temporary employees are limited to 1,000 hours of work per fiscal year except as exempted by the City contract with the California Public Employees Retirement System.

SALARY TABLES 3A, 3B, 3C, 3D 4- Attached
City of Sausalito
Effective July 1, 2018

TABLE 3A	SEIU Local 1021
TABLE 3B	Sausalito Police Association
TABLE 3C	Confidential Employees (Unrepresented Group)
TABLE 3D	Management Employees (Unrepresented Group)

TABLE 3A Service Employees International Union (SEIU) Local 1021 Classifications FY2018-19

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Library Assistant II							
Annual	45,624	47,906	50,301	52,816	55,457	58,229	61,141
Monthly	3,802	3,992	4,192	4,402	4,622	4,853	5,095
Biweekly	1,755	1,842	1,935	2,031	2,133	2,240	2,352
Hourly	23.40	24.57	25.79	27.08	28.44	29.86	31.36
Senior Library Assistant							
Annual	53,736	56,422	59,244	62,206	65,316	68,582	72,011
Monthly	4,478	4,702	4,937	5,184	5,443	5,715	6,001
Biweekly	2,066	2,170	2,279	2,392	2,512	2,638	2,770
Hourly	27.56	28.93	30.38	31.90	33.50	35.17	36.93
Librarian I							
Annual	57,985	60,883	63,928	67,125	70,480	74,005	77,705
Monthly	4,832	5,074	5,328	5,594	5,873	6,167	6,475
Biweekly	2,230	2,342	2,459	2,582	2,711	2,846	2,989
Hourly	29.74	31.23	32.79	34.42	36.15	37.96	39.85
Librarian II							
Annual	65,274	68,537	71,964	75,562	79,340	83,308	87,473
Monthly	5,440	5,712	5,998	6,297	6,612	6,943	7,289
Biweekly	2,510	2,637	2,768	2,906	3,052	3,204	3,364
Hourly	33.48	35.15	36.91	38.75	40.69	42.72	44.86
Custodian							
Annual	43,644	45,825	48,117	50,523	53,049	55,702	58,486
Monthly	3,637	3,819	4,009	4,211	4,420	4,642	4,873
Biweekly	1,679	1,762	1,851	1,943	2,041	2,142	2,249
Hourly	20.98	22.03	23.13	24.29	25.50	26.78	28.12
Lead Custodian							
Annual	45,831	48,122	50,528	53,055	55,708	58,492	61,418
Monthly	3,819	4,010	4,211	4,421	4,642	4,874	5,118
Biweekly	1,763	1,851	1,943	2,041	2,142	2,250	2,362
Hourly	22.03	23.14	24.29	25.50	26.79	28.12	29.53
Landscape Worker I							
Annual	50,543	53,069	55,723	58,509	61,434	64,506	67,732
Monthly	4,212	4,422	4,643	4,875	5,120	5,376	5,644
Biweekly	1,944	2,042	2,143	2,250	2,363	2,481	2,605
Hourly	24.30	25.51	26.79	28.13	29.54	31.01	32.56
Maintenance Worker I							
Annual	50,543	53,069	55,723	58,509	61,434	64,506	67,732
Monthly	4,212	4,422	4,643	4,875	5,120	5,376	5,644
Biweekly	1,944	2,042	2,143	2,250	2,363	2,481	2,605

TABLE 3A Service Employees International Union (SEIU) Local 1021 Classifications FY2018-19

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	24.30	25.51	26.79	28.13	29.54	31.01	32.56
Landscape Worker II							
Annual	55,256	58,018	60,919	63,965	67,164	70,521	74,048
Monthly	4,604	4,834	5,077	5,331	5,597	5,877	6,170
Biweekly	2,125	2,232	2,343	2,460	2,583	2,713	2,848
Hourly	26.56	27.90	29.28	30.75	32.29	33.91	35.60
Maintenance Worker II							
Annual	55,256	58,018	60,919	63,965	67,164	70,521	74,048
Monthly	4,604	4,834	5,077	5,331	5,597	5,877	6,170
Biweekly	2,125	2,232	2,343	2,460	2,583	2,713	2,848
Hourly	26.56	27.90	29.28	30.75	32.29	33.91	35.60
Maintenance Worker III							
Annual	60,394	63,414	66,584	69,914	73,410	77,080	80,934
Monthly	5,033	5,284	5,550	5,826	6,117	6,423	6,745
Biweekly	2,323	2,439	2,562	2,689	2,824	2,964	3,112
Hourly	29.04	30.49	32.01	33.62	35.29	37.06	38.91
Sewer Maintenance Worker I							
Annual	51,048	53,601	56,281	59,095	62,050	65,152	68,409
Monthly	4,254	4,467	4,691	4,925	5,170	5,429	5,701
Biweekly	1,964	2,061	2,165	2,273	2,387	2,506	2,631
Hourly	24.55	25.77	27.05	28.41	29.83	31.32	32.89
Sewer Maintenance Worker II							
Annual	55,808	58,598	61,528	64,605	67,836	71,226	74,788
Monthly	4,650	4,883	5,127	5,384	5,653	5,936	6,233
Biweekly	2,146	2,253	2,366	2,484	2,609	2,739	2,876
Hourly	26.83	28.17	29.58	31.06	32.61	34.25	35.95
Sewer Maintenance Worker III							
Annual	61,011	64,062	67,265	70,628	74,160	77,868	81,761
Monthly	5,084	5,339	5,605	5,886	6,180	6,489	6,813
Biweekly	2,347	2,464	2,587	2,717	2,852	2,995	3,145
Hourly	29.34	30.79	32.34	33.96	35.65	37.43	39.31
Sewer Systems Coordinator							
Annual	76,687	80,521	84,548	88,771	93,210	97,870	102,764
Monthly	6,391	6,711	7,046	7,398	7,768	8,155	8,562
Biweekly	2,950	3,097	3,252	3,414	3,585	3,764	3,952
Hourly	36.87	38.72	40.65	42.68	44.81	47.05	49.40
Fleet Maintenance Coordinator							
Annual	63,531	66,707	70,043	73,545	77,223	81,083	85,138
Monthly	5,295	5,559	5,837	6,129	6,435	6,757	7,095
Biweekly	2,443	2,566	2,694	2,829	2,971	3,118	3,275

TABLE 3A Service Employees International Union (SEIU) Local 1021 Classifications FY2018-19

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Public Works Supervisor							
Hourly	30.55	32.07	33.67	35.36	37.12	38.98	40.94
Annual	91,529	96,105	100,910	105,956	111,254	116,816	122,657
Monthly	7,627	8,008	8,409	8,829	9,271	9,735	10,222
Biweekly	3,520	3,696	3,881	4,075	4,279	4,493	4,717
Hourly	44.01	46.21	48.52	50.94	53.49	56.16	58.97
Assistant Engineer							
Annual	76,843	80,684	84,718	88,955	93,402	98,072	102,976
Monthly	6,403	6,724	7,060	7,412	7,783	8,173	8,582
Biweekly	2,955	3,103	3,258	3,422	3,592	3,772	3,961
Hourly	36.94	38.79	40.73	42.76	44.90	47.15	49.50
Civil Engineer I							
Annual	80,887	84,931	89,178	93,636	98,318	103,234	108,395
Monthly	6,740	7,077	7,432	7,803	8,193	8,603	9,033
Biweekly	3,111	3,266	3,430	3,601	3,781	3,970	4,169
Hourly	38.89	40.83	42.88	45.01	47.27	49.63	52.11
Civil Engineer II							
Annual	85,144	89,401	93,870	98,564	103,493	108,667	114,101
Monthly	7,095	7,450	7,822	8,214	8,625	9,055	9,508
Biweekly	3,275	3,438	3,611	3,790	3,981	4,180	4,388
Hourly	40.94	42.98	45.13	47.39	49.75	52.25	54.86
Administrative Aide I							
Annual	53,336	56,003	58,804	61,744	64,831	68,073	71,476
Monthly	4,445	4,667	4,900	5,146	5,403	5,673	5,956
Biweekly	2,052	2,154	2,262	2,375	2,494	2,618	2,750
Hourly	25.65	26.92	28.27	29.68	31.16	32.73	34.36
Permit Technician							
Annual	59,530	62,507	65,633	68,913	72,360	75,977	79,776
Monthly	4,961	5,208	5,469	5,743	6,030	6,331	6,648
Biweekly	2,289	2,404	2,525	2,651	2,783	2,922	3,068
Hourly	28.62	30.05	31.55	33.13	34.79	36.53	38.36
Building Inspector							
Annual	87,142	91,499	96,074	100,878	105,922	111,218	116,778
Monthly	7,261	7,625	8,006	8,406	8,827	9,268	9,731
Biweekly	3,352	3,519	3,695	3,880	4,074	4,277	4,491
Hourly	41.89	43.99	46.19	48.50	50.92	53.47	56.14
Assistant Planner							
Annual	67,906	71,301	74,867	78,610	82,541	86,668	91,002
Monthly	5,658	5,942	6,239	6,551	6,878	7,222	7,583
Biweekly	2,612	2,742	2,879	3,024	3,175	3,333	3,500

TABLE 3A Service Employees International Union (SEIU) Local 1021 Classifications FY2018-19								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
Hourly	32.64	34.28	35.99	37.79	39.68	41.67	43.75	
Associate Planner								
Annual	77,606	81,486	85,560	89,838	94,330	99,048	103,999	
Monthly	6,467	6,791	7,130	7,487	7,861	8,254	8,666	
Biweekly	2,985	3,134	3,291	3,455	3,628	3,810	3,999	
Hourly	37.31	39.18	41.13	43.20	45.35	47.61	50.00	
Senior Planner								
Annual	80,887	84,930	89,178	93,636	98,318	103,234	108,396	
Monthly	6,741	7,078	7,431	7,803	8,193	8,603	9,033	
Biweekly	3,111	3,267	3,430	3,601	3,781	3,971	4,169	
Hourly	38.89	40.83	42.87	45.02	47.27	49.63	52.11	
Recreation Supervisor								
Annual	62,995	66,144	69,452	72,924	76,571	80,400	84,419	
Monthly	5,249	5,513	5,788	6,077	6,381	6,700	7,035	
Biweekly	2,423	2,544	2,672	2,805	2,945	3,093	3,247	
Hourly	30.29	31.80	33.39	35.06	36.82	38.65	40.59	

TABLE 3B Police Officers Association (POA) Classifications FY2018-19								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
Police Sergeant								
Annual	88,486	92,910	97,555	102,434	107,555	112,932	118,580	
Monthly	7,374	7,743	8,130	8,536	8,963	9,411	9,882	
Bi-weekly	3,403	3,573	3,752	3,940	4,137	4,344	4,561	
Hourly	42.54	44.67	46.90	49.25	51.71	54.29	57.01	
Police Officer								
Annual	73,221	76,881	80,726	84,762	89,000	93,450	98,123	
Monthly	6,102	6,407	6,727	7,063	7,417	7,787	8,177	
Bi-weekly	2,816	2,957	3,105	3,260	3,423	3,594	3,774	
Hourly	35.20	36.96	38.81	40.75	42.79	44.93	47.17	
Police Corporal / Police Investigator								
Annual	76,880	80,724	84,761	88,998	93,449	98,121	103,027	
Monthly	6,407	6,727	7,063	7,417	7,787	8,177	8,586	
Bi-weekly	2,957	3,105	3,260	3,423	3,594	3,774	3,963	
Hourly	36.96	38.81	40.75	42.79	44.93	47.17	49.53	
Parking Enforcement Officer								
Annual	50,802	53,342	56,009	58,810	61,751	64,837	68,080	
Monthly	4,233	4,445	4,667	4,901	5,146	5,403	5,673	

TABLE 3B Police Officers Association (POA) Classifications FY2018-19							
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Bi-weekly	1,954	2,052	2,154	2,262	2,375	2,494	2,618
Hourly	24.42	25.65	26.93	28.27	29.69	31.17	32.73
Administrative Aide I							
Annual	52,042	54,644	57,376	60,245	63,257	66,420	69,741
Monthly	4,337	4,554	4,781	5,020	5,271	5,535	5,812
Bi-weekly	2,002	2,102	2,207	2,317	2,433	2,555	2,682
Hourly	25.02	26.27	27.58	28.96	30.41	31.93	33.53

TABLE 3C Confidential Employees Classifications FY2018-2019							
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Administrative Aide I							
Annual	53,336	56,004	58,804	61,744	64,831	68,073	71,475
Monthly	4,445	4,667	4,900	5,146	5,403	5,673	5,956
Bi-weekly	2,052	2,154	2,262	2,375	2,494	2,618	2,749
Hourly	25.65	26.92	28.27	29.68	31.16	32.73	34.36
Senior Accounting Technician							
Annual	63,123	66,280	69,595	73,074	76,728	80,564	84,592
Monthly	5,261	5,524	5,799	6,090	6,394	6,714	7,050
Bi-weekly	2427.98	2549.23	2676.64	2810.21	2950.98	3098.94	3,253
Hourly	30.35	31.86	33.46	35.13	36.89	38.74	41
Systems Technician							
Annual	63,115	66,272	69,585	73,064	76,717	80,553	84,581
Monthly	5,260	5,523	5,799	6,089	6,393	6,713	7,049
Bi-weekly	2,428	2,549	2,677	2,810	2,951	3,098	3,253
Hourly	30.34	31.86	33.46	35.13	36.89	38.73	40.67
Records Supervisor/ Assistant to the Police Chief							
Annual	64,290	67,505	70,880	74,424	78,144	82,052	86,156
Monthly	5,357	5,626	5,907	6,202	6,512	6,838	7,179
Bi-weekly	2473.19	2596.49	2725.96	2862.62	3005.44	3155.45	3313.69
Hourly	30.91	32.46	34.07	35.78	37.57	39.45	41.42
Business Manager							
Annual	68,425	71,847	75,439	79,210	83,171	87,328	91,696
Monthly	5,702	5,987	6,286	6,601	6,930	7,278	7,642
Bi-weekly	2,631	2,763	2,902	3,047	3,199	3,359	3,526
Hourly	32.90	34.54	36.27	38.08	39.99	41.98	44.08
Administrative Analyst							
Annual	68,425	71,847	75,439	79,210	83,171	87,328	91,696
Monthly	5,702	5,987	6,286	6,601	6,930	7,278	7,642

TABLE 3C Confidential Employees Classifications FY2018-2019							
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Bi-weekly	2631.43	2762.95	2901.66	3046.54	3198.61	3358.90	3526.38
Hourly	32.90	34.54	36.27	38.08	39.99	41.98	44.08

TABLE 3D Management Employees Classifications FY2018-19			
		Minimum	Maximum
City Manager			
	Annual	206,107	229,952
	Monthly	17,176	19,084
	Bi-weekly	7,927	8,808
	Hourly	99.09	110.10
Chief of Police			
	Annual	184,926	205,474
	Monthly	15,411	17,123
	Bi-weekly	7,113	7,903
	Hourly	88.91	98.79
Police Captain			
	Annual	159,123	176,804
	Monthly	13,260	14,734
	Bi-weekly	6,120	6,800
	Hourly	76.50	85.00
Administrative Services Director/Treasurer			
	Annual	174,051	193,390
	Monthly	14,504	16,116
	Bi-weekly	6,694	7,438
	Hourly	83.68	92.98
Community Development Director			
	Annual	136,665	151,850
	Monthly	11,389	12,654
	Bi-weekly	5,256	5,840
	Hourly	65.70	73.00
Public Works Director / City Engineer			
	Annual	168,249	186,943
	Monthly	14,021	15,579
	Bi-weekly	6,471	7,190
	Hourly	80.89	89.88
Parks & Recreation Director			
	Annual	125,527	139,474
	Monthly	10,461	11,623
	Bi-weekly	4,828	5,364

TABLE 3D Management Employees Classifications FY2018-19

	Minimum	Maximum
Hourly	60.35	67.05
Librarian/ Communications Director		
Annual	125,527	146,448
Monthly	10,461	12,204
Bi-weekly	4,828	5,633
Hourly	60.35	70.41
Technology Manager		
Annual	99,944	111,048
Monthly	8,329	9,254
Bi-weekly	3,844	4,271
Hourly	48.05	53.39
Assistant City Manager / City Clerk		
Annual	104,975	116,639
Monthly	8,748	9,720
Bi-weekly	4,037	4,486
Hourly	50.47	56.08
DPW Division Manager		
Annual	117,008	130,009
Monthly	9,751	10,834
Bi-weekly	4,500	5,000
Hourly	56.25	62.50
Police Lieutenant		
Annual	145,521	161,690
Monthly	12,127	13,474
Bi-weekly	5,597	6,219
Hourly	69.96	77.74
Senior Civil Engineer		
Annual	107,824	119,804
Monthly	8,985	9,984
Bi-weekly	4,147	4,608
Hourly	51.84	57.60
Human Resources Manager		
Annual	96,557	107,823
Monthly	8,046	8,985
Bi-weekly	3,714	4,147
Hourly	46.42	51.84