



## MEMORANDUM

**TO:** CITY COUNCIL

**FROM:** NICOLE VALENTINE, ADMINISTRATIVE SERVICES DIRECTOR

**SUBJECT:** CONSIDERATION OF RESOLUTION APPROVING THE UPDATED CalPERS REQUIRED SALARY SCHEDULE FOR FISCAL YEAR 2021-22 EFFECTIVE JULY 9, 2021

**DATE:** AUGUST 10, 2021

**SUMMARY OF ACTION:**

Adoption of the proposed Resolution will approve the updated CalPERS required Salary Schedule for Fiscal Year 2021-22, effective July 9, 2021, and consistent with previously-approved salary adjustments.

**IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

There is no fiscal impact. All changes have been previously approved and incorporated into the Adopted Fiscal Year 2021-22 Operating Budget.

**RECOMMENDATION:**

It is recommended the City Council adopt the attached Resolution approving the updated CalPERS required Salary Schedule for Fiscal Year 2021-22 Effective July 9, 2021.

**BACKGROUND:**

In April 2016, CalPERS conducted a standard agency audit of the City's practices related to financial reporting for pension plans (Governmental Accounting Standards Board ("GASB") Statement No. 67). As a result of that audit, CalPERS now requires that the City adopt a resolution re-approving any previously approved individual employee groups' salary schedules into a single City-wide schedule, in a format approved by CalPERS.

The most current salary schedule was approved by the City Council on June 22, 2021, which incorporated increases for the Police Officer Association (POA), the Service Employees International Union, and Management and unrepresented employees.

Since that time, the Five Cities Fire Authority (FCFA) Board approved salary adjustments for Fiscal Year 2021-22. Pursuant to the terms of the Joint Exercise of Powers Agreement that created the FCFA, all FCFA employees are employees of the City of Arroyo Grande. As a result, the City's Salary Schedule must be amended to incorporate the salary adjustments approved by the FCFA Board.

**CITY COUNCIL  
CONSIDERATION OF RESOLUTION APPROVING THE UPDATED CalPERS  
REQUIRED SALARY SCHEDULE FOR FISCAL YEAR 2021-22 EFFECTIVE JULY 9,  
2021  
AUGUST 10, 2021  
PAGE 2**

**ANALYSIS OF ISSUES:**

The Government Code and California Code of Regulations require the City to maintain a single, duly approved and adopted pay schedule that identifies the positions for every employee classification. The proposed Resolution adopts a revised salary schedule incorporating adjustments approved by the FCFA as follows:

- FCFA unrepresented Management employees: The pay schedule reflects the pay increase for all positions effective July 9, 2021 as approved by the FCFA Board on July 16, 2021 by Resolution 2021-07.
- FCFA unrepresented part-time employees: The pay schedule reflects the pay increase for all positions effective July 9, 2021 as approved by the FCFA Board on July 16, 2021 by Resolution 2021-10.
- International Association of Fire Fighters (IAFF) Local 4403: The pay schedule reflects the pay increase for all positions effective July 9, 2021 as approved by the FCFA Board on July 16, 2021 by Resolution 2021-08.

**ALTERNATIVES:**

The following alternatives are presented for the City Council's consideration:

1. Adopt the proposed Resolution;
2. Do not adopt the Resolution;
3. Provide other direction to staff.

**ADVANTAGES:**

Adoption of the Resolution will ensure that the City is in compliance with the Government Code and California Code of Regulations and will provide one location for the public to see the City-wide schedule.

**DISADVANTAGES:**

No disadvantages are identified.

**ENVIRONMENTAL REVIEW:**

No environmental review is required for this item.

**PUBLIC NOTIFICATION AND COMMENTS:**

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

**Attachments:**

1. Proposed Resolution approving the updated CalPERS required Salary Schedule for Fiscal Year 2021-22, effective July 9, 2021.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF ARROYO GRANDE APPROVING THE UPDATED  
CITYWIDE COMBINED SALARY SCHEDULE**

**WHEREAS**, the City Council of the City of Arroyo Grande (“City”) deems it in the best interest of the City and in order to ensure compliance with State law, that compensation for part-time employees be adjusted as hereinafter provided.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Arroyo Grande that:

1. The Citywide Combined Salary Schedule as designated in Exhibit “A”, attached hereto and incorporated herein by this reference, to be effective July 9, 2021, reflecting the above described changes is hereby adopted.

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, and on the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

the foregoing Resolution was passed and adopted this 10<sup>th</sup> day of August, 2021.

**RESOLUTION NO.  
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**CAREN RAY RUSSOM, MAYOR**

**ATTEST:**

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**JESSICA MATSON, CITY CLERK**

**APPROVED AS TO CONTENT:**

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**WHITNEY MCDONALD, CITY MANAGER**

**APPROVED AS TO FORM:**

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**TIMOTHY CARMEL, CITY ATTORNEY**

CITY OF ARROYO GRANDE  
 COMBINED SALARY SCHEDULE  
 EFFECTIVE 07/09/2021

GROUP: SEIU

<u>Position</u>		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
Office Assistant I	Biweekly	1,476.79	1,550.63	1,628.16	1,709.57	1,795.05
	Monthly	3,199.71	3,359.70	3,527.69	3,704.07	3,889.27
	Annual	38,396.57	40,316.40	42,332.22	44,448.83	46,671.27
Accounting Clerk I	Biweekly	1,513.71	1,589.40	1,668.87	1,752.31	1,839.93
	Monthly	3,279.71	3,443.69	3,615.88	3,796.67	3,986.50
	Annual	39,356.49	41,324.31	43,390.53	45,560.05	47,838.06
Maintenance Worker I	Biweekly	1,590.34	1,669.86	1,753.35	1,841.02	1,933.07
	Monthly	3,445.74	3,618.03	3,798.93	3,988.88	4,188.32
	Annual	41,348.91	43,416.35	45,587.17	47,866.53	50,259.86
Office Assistant II	Biweekly	1,630.10	1,711.61	1,797.19	1,887.05	1,981.40
	Monthly	3,531.89	3,708.48	3,893.90	4,088.60	4,293.03
	Annual	42,382.63	44,501.76	46,726.85	49,063.19	51,516.35
Accounting Clerk II	Biweekly	1,755.44	1,843.21	1,935.37	2,032.14	2,133.75
Maintenance Worker II	Monthly	3,803.45	3,993.63	4,193.31	4,402.97	4,623.12
Neighborhood Services Technician	Annual	45,641.46	47,923.53	50,319.71	52,835.69	55,477.48
Administrative Secretary	Biweekly	1,937.68	2,034.56	2,136.29	2,243.10	2,355.26
	Monthly	4,198.30	4,408.22	4,628.63	4,860.06	5,103.06
	Annual	50,379.63	52,898.61	55,543.54	58,320.72	61,236.76
Senior Accounting Clerk	Biweekly	1,986.12	2,085.43	2,189.70	2,299.18	2,414.14
Building Permit Tech.	Monthly	4,303.26	4,518.42	4,744.34	4,981.56	5,230.64
Plan/Engineer Permit Tech	Annual	51,639.12	54,221.08	56,932.13	59,778.74	62,767.67
Sports Facility Coord.						
Recreation Coordinator						
Maintenance Worker III						
Water Services Worker	Biweekly	2,086.67	2,191.00	2,300.55	2,415.58	2,536.36
	Monthly	4,521.11	4,747.17	4,984.53	5,233.75	5,495.44
	Annual	54,253.35	56,966.02	59,814.32	62,805.04	65,945.29
Fleet Maint. Coordinator	Biweekly	2,192.30	2,301.92	2,417.02	2,537.87	2,664.76
	Monthly	4,749.99	4,987.49	5,236.87	5,498.71	5,773.65
	Annual	56,999.93	59,849.92	62,842.42	65,984.54	69,283.77
Public Works Lead Worker	Biweekly	2,247.11	2,359.47	2,477.44	2,601.31	2,731.38
	Monthly	4,868.74	5,112.18	5,367.79	5,636.18	5,917.99
	Annual	58,424.93	61,346.17	64,413.48	67,634.15	71,015.86
Parks Lead Worker						

CITY OF ARROYO GRANDE  
 COMBINED SALARY SCHEDULE  
 EFFECTIVE 07/09/2021

<u>Position</u>		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
GIS Technician	Biweekly	2,419.89	2,540.89	2,667.93	2,801.33	2,941.40
	Monthly	5,243.10	5,505.26	5,780.52	6,069.55	6,373.03
	Annual	62,917.25	66,063.12	69,366.27	72,834.59	76,476.32
Recreation Supervisor	Biweekly	2,480.39	2,604.41	2,734.63	2,871.36	3,014.93
Streets Maintenance Supervisor	Monthly	5,374.18	5,642.89	5,925.04	6,221.29	6,532.35
Parks, Tree & Landscape Supervisor	Annual	64,490.19	67,714.70	71,100.43	74,655.45	78,388.22
Utilities/Water & Sewer System Supervisor						
Soto Sports Complex Maint. & Coord. Supervisor						
Citywide Fleet Coordinator	Biweekly	2,542.40	2,669.52	2,803.00	2,943.15	3,090.30
	Monthly	5,508.54	5,783.96	6,073.16	6,376.82	6,695.66
	Annual	66,102.44	69,407.56	72,877.94	76,521.84	80,347.93
IT Specialist	Biweekly	2,671.11	2,804.67	2,944.90	3,092.14	3,246.75
Assistant Engineer	Monthly	5,787.41	6,076.78	6,380.62	6,699.65	7,034.63
Engineering Inspector	Annual	69,448.88	72,921.32	76,567.39	80,395.76	84,415.54
Program Analyst						
Associate Engineer	Biweekly	3,022.12	3,173.22	3,331.88	3,498.48	3,673.40
	Monthly	6,547.92	6,875.32	7,219.08	7,580.03	7,959.04
	Annual	78,575.03	82,503.78	86,628.97	90,960.42	95,508.44
Senior Engineer	Biweekly	3,254.49	3,417.21	3,588.07	3,767.48	3,955.85
	Monthly	7,051.39	7,403.96	7,774.16	8,162.87	8,571.01
	Annual	84,616.71	88,847.55	93,289.93	97,954.42	102,852.14

CITY OF ARROYO GRANDE  
 COMBINED SALARY SCHEDULE  
 EFFECTIVE 07/09/2021

GROUP: POA

<u>Position</u>		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
Police Officer	Biweekly	2,727.80	2,864.18	3,007.39	3,157.76	3,315.65
	Monthly	5,910.22	6,205.73	6,516.02	6,841.82	7,183.91
	Annual	70,922.67	74,468.81	78,192.25	82,101.86	86,206.95
Sr. Police Officer	Biweekly	3,012.18	3,162.79	3,320.93	3,486.98	3,661.33
	Monthly	6,526.40	6,852.72	7,195.35	7,555.12	7,932.88
	Annual	78,316.77	82,232.61	86,344.24	90,661.45	95,194.52
Police Sergeant	Biweekly	3,491.23	3,665.79	3,849.08	4,041.54	4,243.62
	Monthly	7,564.34	7,942.56	8,339.68	8,756.67	9,194.50
	Annual	90,772.06	95,310.66	100,076.20	105,080.01	110,334.01
Records Clerk	Biweekly	1,900.99	1,996.04	2,095.84	2,200.63	2,310.67
	Monthly	4,118.81	4,324.75	4,540.99	4,768.04	5,006.44
	Annual	49,425.76	51,897.05	54,491.90	57,216.50	60,077.32
Records/Property Evidence Tech.	Biweekly	2,100.21	2,205.23	2,315.49	2,431.26	2,552.82
	Monthly	4,550.47	4,777.99	5,016.89	5,267.73	5,531.12
	Annual	54,605.58	57,335.86	60,202.65	63,212.79	66,373.43
Police Trainee	Biweekly	2,375.99	2,494.78	2,619.52	2,750.50	2,888.02
	Monthly	5,147.97	5,405.37	5,675.63	5,959.42	6,257.39
	Annual	61,775.61	64,864.39	68,107.61	71,512.99	75,088.64

CITY OF ARROYO GRANDE  
 COMBINED SALARY SCHEDULE  
 EFFECTIVE 07/09/2021

GROUP: FCFA IAFF

<u>Position</u>		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
Fire Fighter	Biweekly	2,252	2,365	2,483	2,607	2,738
	Monthly	4,880	5,124	5,380	5,649	5,932
	Annual	58,560	61,488	64,562	67,791	71,180
Fire Engineer	Biweekly	2,612	2,742	2,880	3,024	3,175
	Monthly	5,659	5,942	6,239	6,551	6,879
	Annual	67,908	71,303	74,869	78,612	82,543
Fire Captain	Biweekly	3,105	3,260	3,423	3,594	3,774
	Monthly	6,727	7,063	7,417	7,787	8,177
	Annual	80,724	84,760	88,998	93,448	98,121

GROUP: FCFA MANAGEMENT

<u>Position</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>
Administrative Assistant/ Clerk to the Board	Biweekly	2,371	2,627	2,882
	Monthly	5,138	5,691	6,245
	Annual	61,652	68,295	74,939
Battalion Chief	Biweekly	4,679	5,184	5,688
	Monthly	10,138	11,232	12,325
	Annual	121,659	134,780	147,900
Fire Chief	Biweekly	5,428	6,014	6,600
	Monthly	11,761	13,031	14,301
	Annual	141,126	156,366	171,606



CITY OF ARROYO GRANDE  
 COMBINED SALARY SCHEDULE  
 EFFECTIVE 07/09/2021

GROUP: MANAGEMENT

<u>Position</u>		LOW	MID	HIGH
Office Assistant I	Biweekly	1,507.38	1,670.08	1,670.08
	Monthly	3,266.00	3,618.50	3,618.50
	Annual	39,192.00	43,422.00	43,422.00
Office Assistant II	Biweekly	1,663.38	1,843.62	2,023.85
	Monthly	3,604.00	3,994.50	4,385.00
	Annual	43,248.00	47,934.00	52,620.00
Administrative Secretary	Biweekly	1,929.69	2,137.62	2,345.54
	Monthly	4,181.00	4,631.50	5,082.00
	Annual	50,172.00	55,578.00	60,984.00
Executive Secretary	Biweekly	2,183.08	2,419.15	2,655.23
	Monthly	4,730.00	5,241.50	5,753.00
	Annual	56,760.00	62,898.00	69,036.00
Assistant Planner	Biweekly	2,410.15	2,670.46	2,930.77
	Monthly	5,222.00	5,786.00	6,350.00
	Annual	62,664.00	69,432.00	76,200.00
Associate Planner Deputy City Clerk/ Communications Coordinator	Biweekly	2,659.85	2,947.38	3,234.92
	Monthly	5,763.00	6,386.00	7,009.00
	Annual	69,156.00	76,632.00	84,108.00
Planning Manager Accounting Manager	Biweekly	3,162.00	3,503.54	3,845.08
	Monthly	6,851.00	7,591.00	8,331.00
	Annual	82,212.00	91,092.00	99,972.00
Public Works Manager Utilities Manager	Biweekly	3,406.15	3,773.31	4,140.46
	Monthly	7,380.00	8,175.50	8,971.00
	Annual	88,560.00	98,106.00	107,652.00
Information Technology Mgr	Biweekly	3,489.69	3,866.31	4,242.92
	Monthly	7,561.00	8,377.00	9,193.00
	Annual	90,732.00	100,524.00	110,316.00

CITY OF ARROYO GRANDE  
 COMBINED SALARY SCHEDULE  
 EFFECTIVE 07/09/2021

<u>Position</u>		<u>LOW</u>	<u>MID</u>	<u>HIGH</u>
Capital Improvement Projects Manager	Biweekly	3,577.38	3,963.46	4,349.54
	Monthly	7,751.00	8,587.50	9,424.00
	Annual	93,012.00	103,050.00	113,088.00
Human Resources Officer Dir of Legis and Info Services Dir of Recreation Services	Biweekly	3,667.38	4,062.92	4,458.46
	Monthly	7,946.00	8,803.00	9,660.00
	Annual	95,352.00	105,636.00	115,920.00
Building Official	Biweekly	3,758.31	4,164.46	4,570.62
	Monthly	8,143.00	9,023.00	9,903.00
	Annual	97,716.00	108,276.00	118,836.00
Police Commander	Biweekly	4,274.31	4,735.62	5,196.92
	Monthly	9,261.00	10,260.50	11,260.00
	Annual	111,132.00	123,126.00	135,120.00
City Engineer	Biweekly	4,578.46	5,073.69	5,568.92
	Monthly	9,920.00	10,993.00	12,066.00
	Annual	119,040.00	131,916.00	144,792.00
Director of Public Works Dir of Administrative Services Dir of Community Develop	Biweekly	5,053.85	5,599.62	6,145.38
	Monthly	10,950.00	12,132.50	13,315.00
	Annual	131,400.00	145,590.00	159,780.00
Police Chief	Biweekly	5,469.69	6,060.46	6,651.23
	Monthly	11,851.00	13,131.00	14,411.00
	Annual	142,212.00	157,572.00	172,932.00
Assistant City Manager/Public Works Director	Biweekly	6,090.46	6,747.46	7,404.46
	Monthly	13,196.00	14,619.50	16,043.00
	Annual	158,352.00	175,434.00	192,516.00
City Manager	Biweekly			7,561.38
	Monthly			16,383.00
	Annual			196,596.00

CITY OF ARROYO GRANDE  
 COMBINED SALARY SCHEDULE  
 EFFECTIVE 07/09/2021

GROUP: PART-TIME POSITIONS

	HOURLY RATE			
	Step A	Step B	Step C	Step D
<u>POLICE DEPARTMENT</u>				
Administrative Intern (Cadet)	\$15.75	\$16.54	\$17.37	\$18.24
Records Clerk	\$20.20	\$21.21	\$22.27	\$23.39
Fleet & Equipment Technician	\$24.41	\$25.63	\$26.91	\$28.25
Neighborhood Services Technician	\$21.78	\$22.87	\$24.01	\$25.21
Training Technician	\$24.41	\$25.63	\$26.91	\$28.25
Police Reserve Officer Trainee	\$23.29	\$24.45	\$25.67	\$26.96
Police Reserve Officer	\$26.74	\$28.08	\$29.49	\$30.96
Designated Level I Reserve Officer	\$33.43	\$35.10	\$36.86	\$38.70
 <u>RECREATION SERVICES DEPARTMENT</u>				
AM/PM Assistant I	\$14.49	\$15.21	\$15.98	\$16.77
AM/PM Assistant II	\$15.94	\$16.74	\$17.57	\$18.45
AM/PM Assistant Teacher	\$17.53	\$18.41	\$19.33	\$20.30
AM/PM Teacher	\$19.28	\$20.25	\$21.26	\$22.32
Pre School Teacher	\$19.28	\$20.25	\$21.26	\$22.32
Facility Attendant	\$14.49	\$15.21	\$15.98	\$16.77
Senior Facility Attendant	\$15.94	\$16.74	\$17.57	\$18.45
Sports Facility Attendant	\$14.49	\$15.21	\$15.98	\$16.77
Volunteer and Program Coordinator	\$24.62	\$25.85	\$27.15	\$28.50
 <u>MISCELLANEOUS</u>				
Administrative Intern	\$15.75	\$16.54	\$17.37	\$18.24
Office Assistant I	\$16.42	\$17.24	\$18.10	\$19.00
Office Assistant II	\$19.19	\$20.15	\$21.16	\$22.21
Sr. Office Assistant	\$20.20	\$21.21	\$22.27	\$23.39
Administrative Secretary	\$23.08	\$24.23	\$25.45	\$26.72
Executive Secretary	\$27.29	\$28.66	\$30.09	\$31.60
Building Permit Technician	\$24.77	\$26.01	\$27.31	\$28.67
Assistant Engineer	\$30.23	\$31.74	\$33.33	\$35.00
Associate Engineer	\$33.25	\$34.92	\$36.66	\$38.50
Planning Technician	\$24.77	\$26.01	\$27.31	\$28.67
Assistant Planner	\$28.82	\$30.27	\$31.78	\$33.37
Associate Planner	\$31.18	\$32.74	\$34.38	\$36.10
Custodian	\$16.75	\$17.58	\$18.46	\$19.39
Maintenance Worker	\$16.75	\$17.58	\$18.46	\$19.39
Student Intern (seasonal)	\$14.49			
 <u>FIVE CITIES FIRE AUTHORITY</u>				
Office Assistant II	\$18.17	\$18.71	\$20.02	\$21.03
Reserve Firefighter	\$15.00	\$16.00	\$17.00	

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