

Moab City Council Agenda Item
Meeting Date: May 28, 2019

Title: Public Hearing on Proposed Ordinance #2019-12 – Adopting the Pay Plan Schedule and Appointed/Exempt and Elected Salaries

Date Submitted: May 21, 2019

Presenters: Rachel Stenta, Finance Director

Attachment(s):

- Proposed Ordinance #2019-12
- Attachment A: Proposed FY 2019-20 Pay Plan including a 2% Cost of Living Adjustment (COLA)
- Attachment B: Exempt and Elected Salaries

Background/Summary:

This is the next procedural step to meet the requirement that compensation ranges be adopted annually by Ordinance after a Public Hearing. Attached are the proposed pay ranges for fiscal year 2019-2020. These ranges have been adjusted by a 2% Cost of Living Adjustment (COLA) as a result of the last budget workshop as well as an increase to Elected Officials salaries as requested.

Please let me know if you have any questions.

ORDINANCE NO. 2018-11

AN ORDINANCE ADOPTING THE CITY OF MOAB PAY PLAN SCHEDULE AND ADOPTING THE EXEMPT AND ELECTED OFFICIALS SALARIES FOR FISCAL YEAR 2018-2019

WHEREAS, the Moab City Personnel Policies and Procedures Manual allows that pay ranges may be adjusted periodically for comparable work in other municipalities; and

WHEREAS, the Moab City Personnel, Policies and Procedures Manual calls for annual surveys of salaries; and

WHEREAS, in 2016 the City conducted a comprehensive salary survey through the utilization of Personnel Systems Inc. and has presented the survey results to the Governing Body; and

WHEREAS, positions within the City are rated and ranked according to four factors: Job Knowledge, Responsibility, Difficulty and Work Environment and salaries are calculated based on those ratings and rankings and incorporated into the pay plan schedule; and

WHEREAS, the proposed “City of Moab 2018-19 Proposed Pay Plan” is attached to this ordinance as Attachment A, respectively; and

WHEREAS, the proposed “Exempt and Elected Officials Salaries” is attached to this ordinance as Attachment B, respectively; and

WHEREAS, Moab Municipal Code Section 2.44.010 states that all salaries of the elective and appointive officers of the City and the other employees of the City shall be fixed by motion or resolution of the City Council as in accordance with existing law.

NOW, THEREFORE, WE, THE GOVERNING BODY OF THE CITY OF MOAB RESOLVE TO ADOPT The City of Moab 2018-19 Proposed Pay Plan (Attachment A) and the Exempt and Elected Officials Salaries (Attachment B) as referred herein.

DATED this 26th day of June 2018.

SIGNED:

Emily S. Niehaus
Mayor

ATTEST:

Rachel E. Stenta
City Recorder

City of Moab

Proposed Pay Plan 2018-19 (3% COLA)

Hourly Pay Rates

Monthly Pay Rates

Annual Pay Rates

JOB TITLE	Pay Range			Pay Range			Pay Range		
	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
ADMIN ASSISTANT - AQUATIC	\$16.72	\$20.90	\$25.07	\$2,898	\$3,622	\$4,346	\$34,771	\$43,463	\$52,156
ADMINISTRATIVE ASSISTANT I	\$18.76	\$23.45	\$28.13	\$3,251	\$4,064	\$4,877	\$39,013	\$48,766	\$58,519
ADMINISTRATIVE ASSISTANT II	\$20.57	\$25.71	\$30.85	\$3,565	\$4,456	\$5,347	\$42,779	\$53,474	\$64,169
ADMINISTRATIVE ASSISTANT - P&E	\$18.33	\$22.92	\$27.50	\$3,178	\$3,972	\$4,766	\$38,131	\$47,664	\$57,197
ADMINISTRATIVE ASSISTANT - POLICE	\$17.53	\$21.91	\$26.29	\$3,038	\$3,798	\$4,558	\$36,461	\$45,576	\$54,692
ADMINISTRATIVE ASSISTANT - PUBLIC WORKS	\$18.47	\$23.09	\$27.71	\$3,202	\$4,003	\$4,803	\$38,425	\$48,031	\$57,637
ANIMAL CONTROL OFFICER I	\$17.33	\$21.66	\$25.99	\$3,003	\$3,754	\$4,505	\$36,038	\$45,047	\$54,057
ANIMAL CONTROL OFFICER II	\$20.16	\$25.20	\$30.24	\$3,495	\$4,369	\$5,242	\$41,939	\$52,424	\$62,908
ANIMAL CONTROL SUPERVISOR	\$21.13	\$26.42	\$31.70	\$3,663	\$4,579	\$5,495	\$43,958	\$54,948	\$65,937
ANIMAL SHELTER MANAGER	\$21.96	\$27.45	\$32.94	\$3,807	\$4,758	\$5,710	\$45,680	\$57,100	\$68,520
AQUATIC CENTER MANAGER	\$26.92	\$33.65	\$40.37	\$4,665	\$5,832	\$6,998	\$55,986	\$69,982	\$83,979
AQUATIC MANAGER	\$22.44	\$28.05	\$33.66	\$3,889	\$4,862	\$5,834	\$46,672	\$58,340	\$70,009
AQUATICS ASSISTANT MANAGER	\$19.14	\$23.92	\$28.71	\$3,317	\$4,147	\$4,976	\$39,809	\$49,762	\$59,714
ARTS AND SPECIAL EVENTS ASSISTANT	\$18.68	\$23.35	\$28.03	\$3,238	\$4,048	\$4,858	\$38,862	\$48,577	\$58,293
ARTS/SPECIAL EVENTS MANAGER	\$22.88	\$28.60	\$34.32	\$3,966	\$4,958	\$5,949	\$47,595	\$59,494	\$71,392
ASSISTANT CITY ENGINEER	\$22.22	\$27.78	\$33.33	\$3,852	\$4,815	\$5,778	\$46,221	\$57,776	\$69,332
ASSISTANT CITY MANAGER	\$43.08	\$53.84	\$64.61	\$7,466	\$9,333	\$11,200	\$89,597	\$111,996	\$134,395
ASSISTANT CITY PLANNER	\$20.95	\$26.18	\$31.42	\$3,631	\$4,539	\$5,446	\$43,572	\$54,465	\$65,357
ASSISTANT POLICE CHIEF	\$30.10	\$37.63	\$45.15	\$5,218	\$6,522	\$7,827	\$62,613	\$78,267	\$93,920
CITY ENGINEER	\$39.59	\$49.49	\$59.38	\$6,862	\$8,578	\$10,293	\$82,345	\$102,931	\$123,517
CITY MANAGER*	\$57.91	\$72.39	\$86.87	\$10,038	\$12,548	\$15,057	\$120,456	\$150,570	\$180,684
CITY PLANNER	\$29.51	\$36.88	\$44.26	\$5,115	\$6,393	\$7,672	\$61,375	\$76,719	\$92,062
CITY RECORDER/ASSISTANT CITY MANAGER	\$45.89	\$57.36	\$68.83	\$7,954	\$9,942	\$11,931	\$95,448	\$119,310	\$143,172
CITY TREASURER	\$23.35	\$29.18	\$35.02	\$4,046	\$5,058	\$6,070	\$48,558	\$60,697	\$72,837
CODE COMPLIANCE SPECIALIST	\$18.54	\$23.18	\$27.82	\$3,214	\$4,018	\$4,821	\$38,570	\$48,213	\$57,855
COMMUNICATION AND ENGAGEMENT DIRECTOR	\$28.92	\$36.15	\$43.38	\$5,012	\$6,266	\$7,519	\$60,149	\$75,186	\$90,224
CONSTRUCTION INSPECTOR	\$21.65	\$27.06	\$32.47	\$3,752	\$4,690	\$5,629	\$45,028	\$56,285	\$67,542
DEPUTY RECORDER I	\$18.93	\$23.67	\$28.40	\$3,282	\$4,102	\$4,923	\$39,381	\$49,226	\$59,072
DEPUTY RECORDER II	\$19.92	\$24.90	\$29.88	\$3,453	\$4,316	\$5,180	\$41,436	\$51,796	\$62,155
DEPUTY TREASURER	\$19.49	\$24.37	\$29.24	\$3,379	\$4,223	\$5,068	\$40,544	\$50,680	\$60,816
DEVELOPMENT SERVICES COORDINATOR	\$26.15	\$32.69	\$39.23	\$4,533	\$5,666	\$6,799	\$54,396	\$67,995	\$81,594
EXECUTIVE ADMINISTRATIVE ASSISTANT	\$19.89	\$24.86	\$29.83	\$3,447	\$4,309	\$5,171	\$41,369	\$51,711	\$62,053

* Contract employees not tied to ranges

City of Moab

Proposed Pay Plan 2018-19 (3% COLA)

Hourly Pay Rates

Monthly Pay Rates

Annual Pay Rates

JOB TITLE	Pay Range			Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
	Minimum	Midpoint	Maximum									
FACILITIES MECHANICAL TECHNICIAN	\$19.16	\$23.94	\$28.73	\$3,320	\$4,150	\$4,980	\$39,843	\$49,804	\$59,765			
FILM COMMISSION ASSISTANT	\$18.04	\$22.55	\$27.06	\$3,127	\$3,909	\$4,690	\$37,524	\$46,905	\$56,286			
FILM COMMISSION COORDINATOR	\$24.83	\$31.03	\$37.24	\$4,303	\$5,379	\$6,455	\$51,640	\$64,551	\$77,461			
HUMAN RESOURCE MANAGER	\$33.75	\$42.18	\$50.62	\$5,849	\$7,312	\$8,774	\$70,191	\$87,739	\$105,286			
LIFEGUARD	\$17.32	\$21.65	\$25.98	\$3,002	\$3,752	\$4,503	\$36,022	\$45,028	\$54,033			
MARC ADMINISTRATIVE ASSISTANT	\$17.85	\$22.32	\$26.78	\$3,095	\$3,869	\$4,642	\$37,138	\$46,423	\$55,708			
PARKS SERVICE WORKER I	\$17.54	\$21.92	\$26.31	\$3,040	\$3,800	\$4,560	\$36,483	\$45,604	\$54,724			
PARKS SERVICE WORKER II	\$18.05	\$22.56	\$27.07	\$3,128	\$3,910	\$4,692	\$37,539	\$46,924	\$56,308			
PARKS SERVICE WORKER III	\$18.79	\$23.49	\$28.19	\$3,258	\$4,072	\$4,886	\$39,092	\$48,865	\$58,638			
PARKS SUPERINTENDENT	\$26.14	\$32.67	\$39.21	\$4,531	\$5,663	\$6,796	\$54,367	\$67,959	\$81,551			
PARKS/RECREATION/TRAILS DIRECTOR	\$34.63	\$43.29	\$51.95	\$6,003	\$7,504	\$9,005	\$72,041	\$90,051	\$108,061			
POLICE CHIEF*	\$43.67	\$54.58	\$65.50	\$7,569	\$9,461	\$11,353	\$90,827	\$113,534	\$136,241			
POLICE OFFICER I	\$20.86	\$26.07	\$31.29	\$3,615	\$4,519	\$5,423	\$43,384	\$54,230	\$65,076			
POLICE OFFICER II	\$21.48	\$26.85	\$32.22	\$3,723	\$4,654	\$5,584	\$44,675	\$55,843	\$67,012			
POLICE OFFICER II/DRUG ENFORCEMENT	\$21.48	\$26.85	\$32.22	\$3,723	\$4,654	\$5,584	\$44,675	\$55,843	\$67,012			
POLICE OFFICER III	\$22.37	\$27.96	\$33.55	\$3,877	\$4,847	\$5,816	\$46,529	\$58,162	\$69,794			
POLICE OFFICER III/DRUG ENFORCEMENT	\$22.37	\$27.96	\$33.55	\$3,877	\$4,847	\$5,816	\$46,529	\$58,162	\$69,794			
PUBLIC FACILITIES SERVICE WORKER I/CUSTODIAN	\$16.40	\$20.50	\$24.60	\$2,842	\$3,553	\$4,263	\$34,105	\$42,632	\$51,158			
PUBLIC FACILITIES SUPERINTENDENT	\$25.22	\$31.52	\$37.83	\$4,371	\$5,464	\$6,556	\$52,452	\$65,564	\$78,677			
PUBLIC FACILITIES WORKER II	\$16.67	\$20.83	\$25.00	\$2,889	\$3,611	\$4,333	\$34,664	\$43,331	\$51,997			
PUBLIC FACILITIES WORKER III	\$17.89	\$22.37	\$26.84	\$3,101	\$3,877	\$4,652	\$37,218	\$46,522	\$55,827			
PUBLIC WORKS DIRECTOR	\$38.16	\$47.69	\$57.23	\$6,614	\$8,267	\$9,920	\$79,362	\$99,203	\$119,044			
RECORD/PROJECT SPECIALIST	\$19.60	\$24.50	\$29.41	\$3,398	\$4,247	\$5,097	\$40,776	\$50,969	\$61,163			
SAFETY SPECIALIST	\$20.41	\$25.51	\$30.61	\$3,537	\$4,422	\$5,306	\$42,449	\$53,061	\$63,673			
SENIOR PROJECTS MANAGER	\$23.00	\$28.75	\$34.50	\$3,986	\$4,983	\$5,979	\$47,835	\$59,794	\$71,753			
SERGEANT	\$25.74	\$32.18	\$38.61	\$4,462	\$5,578	\$6,693	\$53,544	\$66,930	\$80,316			
SEWER DIVISION SUPERINTENDENT	\$27.28	\$34.10	\$40.92	\$4,728	\$5,910	\$7,092	\$56,736	\$70,920	\$85,104			
SEWER SERVICE WORKER I	\$18.37	\$22.96	\$27.55	\$3,184	\$3,980	\$4,776	\$38,206	\$47,757	\$57,309			
SEWER SERVICE WORKER II/CDL	\$19.40	\$24.25	\$29.10	\$3,363	\$4,204	\$5,044	\$40,354	\$50,443	\$60,532			
SEWER SERVICE WORKER III/CDL	\$21.66	\$27.08	\$32.49	\$3,754	\$4,693	\$5,632	\$45,053	\$56,316	\$67,580			
SPORTS/RECREATION ASSISTANT	\$20.59	\$25.74	\$30.88	\$3,569	\$4,461	\$5,353	\$42,824	\$53,530	\$64,236			
SPORTS/RECREATION MANAGER	\$25.12	\$31.40	\$37.68	\$4,354	\$5,442	\$6,530	\$52,244	\$65,305	\$78,366			

* Contract employees not tied to ranges

City of Moab

Proposed Pay Plan 2018-19 (3% COLA)

Hourly Pay Rates

Monthly Pay Rates

Annual Pay Rates

JOB TITLE	Pay Range		
	Minimum	Midpoint	Maximum
STREETS SERVICE WORKER I	\$17.82	\$22.28	\$26.74
STREETS SERVICE WORKER II/CDL	\$18.39	\$22.99	\$27.58
STREETS SERVICE WORKER II/MECHANIC	\$19.40	\$24.24	\$29.09
STREETS SERVICE WORKER III/CDL	\$20.07	\$25.09	\$30.11
STREETS SERVICE WORKER III/MECHANIC	\$22.60	\$28.25	\$33.90
STREETS SUPERINTENDENT	\$26.55	\$33.19	\$39.83
SUSTAINABILITY DIRECTOR	\$29.65	\$37.06	\$44.47
WATER DIVISION SUPERINTENDENT	\$27.56	\$34.45	\$41.34
WATER SERVICE WORKER I	\$18.37	\$22.96	\$27.55
WATER SERVICE WORKER I/METER READER	\$18.43	\$23.04	\$27.65
WATER SERVICE WORKER II/CDL	\$19.40	\$24.25	\$29.10
WATER SERVICE WORKER III/CDL	\$21.66	\$27.08	\$32.49
WATER/SEWER SERVICE WORKER II/WWTP	\$19.53	\$24.41	\$29.29
WWTP OPERATOR/SUPERINTENDENT	\$28.43	\$35.54	\$42.65

JOB TITLE	Pay Range		
	Minimum	Midpoint	Maximum
STREETS SERVICE WORKER I	\$3,090	\$3,862	\$4,634
STREETS SERVICE WORKER II/CDL	\$3,187	\$3,984	\$4,781
STREETS SERVICE WORKER II/MECHANIC	\$3,362	\$4,202	\$5,043
STREETS SERVICE WORKER III/CDL	\$3,479	\$4,349	\$5,219
STREETS SERVICE WORKER III/MECHANIC	\$3,918	\$4,897	\$5,876
STREETS SUPERINTENDENT	\$4,602	\$5,753	\$6,904
SUSTAINABILITY DIRECTOR	\$5,139	\$6,424	\$7,709
WATER DIVISION SUPERINTENDENT	\$4,777	\$5,971	\$7,165
WATER SERVICE WORKER I	\$3,184	\$3,980	\$4,776
WATER SERVICE WORKER I/METER READER	\$3,195	\$3,994	\$4,793
WATER SERVICE WORKER II/CDL	\$3,363	\$4,204	\$5,044
WATER SERVICE WORKER III/CDL	\$3,754	\$4,693	\$5,632
WATER/SEWER SERVICE WORKER II/WWTP	\$3,385	\$4,231	\$5,078
WWTP OPERATOR/SUPERINTENDENT	\$4,929	\$6,161	\$7,393

JOB TITLE	Pay Range		
	Minimum	Midpoint	Maximum
STREETS SERVICE WORKER I	\$37,075	\$46,344	\$55,613
STREETS SERVICE WORKER II/CDL	\$38,248	\$47,810	\$57,372
STREETS SERVICE WORKER II/MECHANIC	\$40,343	\$50,429	\$60,514
STREETS SERVICE WORKER III/CDL	\$41,749	\$52,186	\$62,623
STREETS SERVICE WORKER III/MECHANIC	\$47,010	\$58,763	\$70,516
STREETS SUPERINTENDENT	\$55,230	\$69,037	\$82,845
SUSTAINABILITY DIRECTOR	\$61,671	\$77,089	\$92,507
WATER DIVISION SUPERINTENDENT	\$57,319	\$71,649	\$85,979
WATER SERVICE WORKER I	\$38,206	\$47,757	\$57,309
WATER SERVICE WORKER I/METER READER	\$38,342	\$47,928	\$57,514
WATER SERVICE WORKER II/CDL	\$40,354	\$50,443	\$60,532
WATER SERVICE WORKER III/CDL	\$45,053	\$56,316	\$67,580
WATER/SEWER SERVICE WORKER II/WWTP	\$40,622	\$50,778	\$60,934
WWTP OPERATOR/SUPERINTENDENT	\$59,143	\$73,928	\$88,714

ATTACHMENT B

Exempt and Elected Official Salaries

Section 1. The following are exempt positions:

City ManagerSee approved pay plan
Police Chief.....See approved pay plan
City Recorder/Assistant City ManagerSee approved pay plan
City EngineerSee approved pay plan
City Treasurer.....See approved pay plan
Parks, Recreation & Trails DirectorSee approved pay plan
Human Resource ManagerSee approved pay plan
Senior Project ManagerSee approved pay plan
Public Works DirectorSee approved pay plan

Section 2. Yearly salary rates for the following elected official positions:

Mayor\$12,669
Councilmembers\$ 8,652
Planning Commission Members\$50 per meeting

Information about all Moab City financial transactions can be found at:

<http://www.utah.gov/transparency>