



Staff Report

Agenda Item: **Resolution Adopting Salary Range Placement Table** – Approval of a resolution adopting a change to the Salary Range Placement Table for the Town of Clarkdale.

Staff Contact: Janet Perry, Assistant Town Manager/HR Director

Meeting Date: April 28, 2009

Background: As Council is aware, staff is currently undergoing departmental reorganizations. This is in response to adverse economic challenges, while at the same time preparing for taking on the operations and maintenance of the water company on 7/01/2009. The staffing changes being implemented have created 3 positions, all of which have been staffed by shifting existing employees to fill them. An updated Organizational Chart follows the attached Resolution as a reference to this information.

While needing to add the new positions to the existing Salary Range Table, we are taking the opportunity to also address other 'housekeeping' items relevant to that document which include: recognizing the new minimum wage information; removing position titles no longer applicable to the organization; updating existing job title range placement information. The details of these proposed changes are high-lighted in the attached Salary Range Placement Table Resolution and they are:

1. The new Arizona State minimum pay rate effective 1/01/2009 is reflected in the Seasonal/Temporary Positions;
2. Range 10: deletion of the title Reserve Fire Fighter-EMT as a result of no longer employing Fire Department personnel;
3. Range 12: deletion of the title Reserve Fire Fighter – Paramedic as a result of no longer employing Fire Department personnel;
4. Range 12: insertion of the new position Water Utility Operator created as a result of expansion in the Utility Department;
5. Range 13: insertion of the title Parks & Recreation Supervisor having moved that title from Range 15 due to repositioning of this title (no impact to current staff);
6. Range 14: deletion of the title Firefighter/EMT as a result of no longer employing Fire Department personnel;
7. Range 15: deletion of the title Parks & Recreation Supervisor having repositioned that title to Range 13;
8. Range 16: insertion of the new position Community Services Supervisor as a result of staff reorganization;
9. Range 18: changing classification description from 'Public Works Superintendent' to 'Public Works/Utility Superintendent' to update job title range placement information for existing staff;

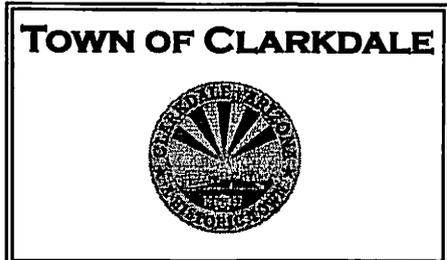
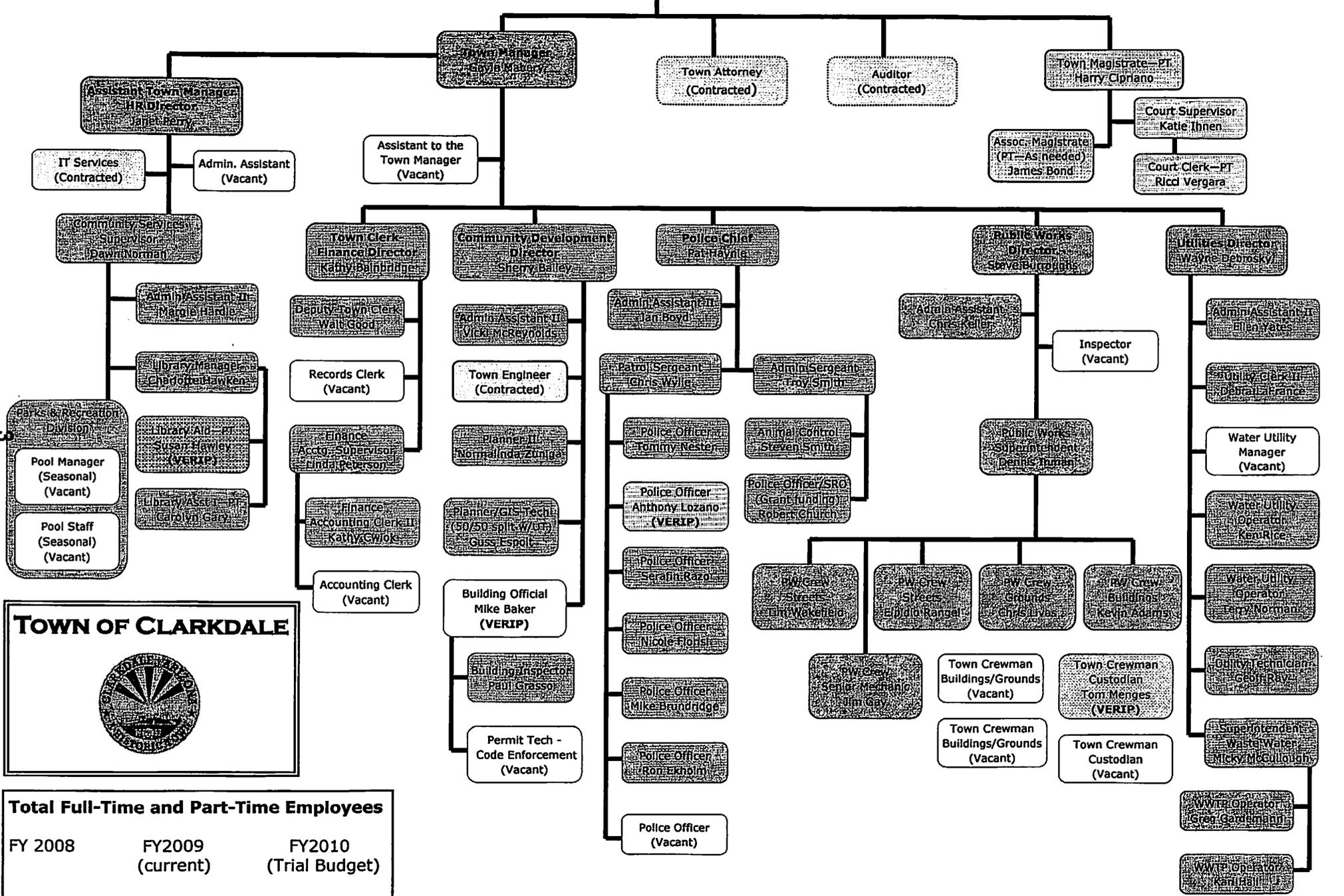
10. Range 20: deletion of the title Fire Department Captain/Medic as a result of no longer employing Fire Department personnel;
11. Range 24: deletion of the title Fire Chief as a result of no longer employing Fire Department personnel.

If approved, the proposed changes would replace Resolution #1219 as approved by Council on February 13, 2007.

Recommendation: To approve Resolution #_____ adopting a Salary Range Placement Table for Town employees.

If approved Resolution # 1295

MAYOR & TOWN COUNCIL



Total Full-Time and Part-Time Employees		
FY 2008	FY2009 (current)	FY2010 (Trial Budget)
51 FT	46 FT	43 FT
4 PT	3 PT	2 PT

RESOLUTION # _____

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1219, ADOPTING A RANGE PLACEMENT TABLE FOR EMPLOYEE SALARY RANGES, AND SETTING EFFECTIVE DATES.

BE IT RESOLVED by the Mayor and the Town Council of the Town of Clarkdale:
THAT the following Salary Range Placement Table is hereby adopted effective April 28, 2009.

Town of Clarkdale Salary Range Placement Table

5% Between Ranges

30% Between Range Minimum and Control Point

* FLSA Exempt Positions (Salaried)

+ Department Head

Range Number	Current Title	Pay Period	Minimum	Control Point	Incentive Maximum
	Seasonal/Temporary Positions (Cashier, Recreation Aid, Lifeguard, Rec Assistant, Head Lifeguard)		6.75 7.25	9.43	12.82 13.32
1		Hourly	\$7.76	\$10.09	\$12.42
		Bi-Weekly	\$620.80	\$807.04	\$993.28
		Monthly	\$1,345.07	\$1,748.59	\$2,152.11
		Annually	\$16,140.80	\$20,983.04	\$25,825.28
2		Hourly	\$8.15	\$10.59	\$13.04
		Bi-Weekly	\$651.84	\$847.39	\$1,042.94
		Monthly	\$1,412.32	\$1,836.02	\$2,259.71
		Annually	\$16,947.84	\$22,032.19	\$27,116.54
3		Hourly	\$8.56	\$11.12	\$13.69
		Bi-Weekly	\$684.43	\$889.76	\$1,095.09
		Monthly	\$1,482.94	\$1,927.82	\$2,372.70
		Annually	\$17,795.23	\$23,133.80	\$28,472.37
4	Library Aid	Hourly	\$8.98	\$11.68	\$14.37
		Bi-Weekly	\$718.65	\$934.25	\$1,149.85
		Monthly	\$1,557.08	\$2,024.21	\$2,491.33
		Annually	\$18,684.99	\$24,290.49	\$29,895.99
5		Hourly	\$9.43	\$12.26	\$15.09
		Bi-Weekly	\$754.59	\$980.96	\$1,207.34
		Monthly	\$1,634.94	\$2,125.42	\$2,615.90
		Annually	\$19,619.24	\$25,505.02	\$31,390.79
6	Custodian	Hourly	\$9.90	\$12.88	\$15.85
		Bi-Weekly	\$792.32	\$1,030.01	\$1,267.70
		Monthly	\$1,716.68	\$2,231.69	\$2,746.69
		Annually	\$20,600.21	\$26,780.27	\$32,960.33
7		Hourly	\$10.40	\$13.52	\$16.64
		Bi-Weekly	\$831.93	\$1,081.51	\$1,331.09
		Monthly	\$1,802.52	\$2,343.27	\$2,884.03
		Annually	\$21,630.22	\$28,119.28	\$34,608.35
8	Town Crew Records Clerk Utility Technician	Hourly	\$10.92	\$14.19	\$17.47
		Bi-Weekly	\$873.53	\$1,135.59	\$1,397.64
		Monthly	\$1,892.64	\$2,460.44	\$3,028.23
		Annually	\$22,711.73	\$29,525.24	\$36,338.76

Range Number	Current Title	Pay Period	Minimum	Control Point	Incentive Maximum
9		Hourly	\$11.47	\$14.90	\$18.34
		Bi-Weekly	\$917.20	\$1,192.37	\$1,467.53
		Monthly	\$1,987.28	\$2,583.46	\$3,179.64
		Annually	\$23,847.31	\$31,001.51	\$38,155.70
10	Reserve Fire-Fighter-EMT	Hourly	\$12.04	\$15.65	\$19.26
		Bi-Weekly	\$963.06	\$1,251.98	\$1,540.90
		Monthly	\$2,086.64	\$2,712.63	\$3,338.62
		Annually	\$25,039.68	\$32,551.58	\$40,063.49
		Shift Rate	\$8.60	\$11.18	\$13.76
11	Administrative Assistant I	Hourly	\$12.64	\$16.43	\$20.22
	Parks and Recreation Coordinator	Bi-Weekly	\$1,011.22	\$1,314.58	\$1,617.95
	Medium Equipment Operator	Monthly	\$2,190.97	\$2,848.26	\$3,505.55
	Accounting Clerk I Utility Clerk I	Annually	\$26,291.66	\$34,179.16	\$42,066.66
12	Animal Control Officer	Hourly	\$13.27	\$17.25	\$21.24
	Code Enforcement Officer	Bi-Weekly	\$1,061.78	\$1,380.31	\$1,698.85
	*Court Clerk	Monthly	\$2,300.52	\$2,990.68	\$3,680.83
	Administrative Assistant II	Annually	\$27,606.25	\$35,888.12	\$44,169.99
	Library Manager	Shift Rate	\$9.48	\$12.32	\$15.17
	Pool Manager				
	Accounting Clerk II				
	Reserve Fire-Fighter-Paramedic				
	Utility Clerk II				
	<i>Water Utility Operator (add)</i>				
13	Deputy Town Clerk	Hourly	\$13.94	\$18.12	\$22.30
	WWTP Operator - Grade I & II	Bi-Weekly	\$1,114.87	\$1,449.33	\$1,783.79
	Accounting Supervisor	Monthly	\$2,415.55	\$3,140.21	\$3,864.87
	Parks & Recreation Supervisor	Annually	\$28,986.56	\$37,682.53	\$46,378.49
14	Mechanic	Hourly	\$14.63	\$19.02	\$23.41
	Town Crew Division Lead Worker	Bi-Weekly	\$1,170.61	\$1,521.79	\$1,872.98
	Firefighter/EMT	Monthly	\$2,536.32	\$3,297.22	\$4,058.12
		Annually	\$30,435.89	\$39,566.65	\$48,697.42
		Shift Rate	\$10.45	\$13.58	\$16.72
15	Grants Administrator	Hourly	\$15.36	\$19.97	\$24.58
	Planner I	Bi-Weekly	\$1,229.14	\$1,597.88	\$1,966.63
	Senior Mechanic	Monthly	\$2,663.14	\$3,462.08	\$4,261.02
	*Court Supervisor	Annually	\$31,957.68	\$41,544.98	\$51,132.29
	Parks & Recreation Supervisor (moved to Range 13)				
16	Patrol Officer	Hourly	\$16.13	\$20.97	\$25.81
	Building Inspector/Plan Checker	Bi-Weekly	\$1,290.60	\$1,677.78	\$2,064.96
	Community Services Supervisor (add)	Monthly	\$2,796.30	\$3,635.19	\$4,474.08
		Annually	\$33,555.56	\$43,622.23	\$53,688.90

Range Number	Current Title	Pay Period	Minimum	Control Point	Incentive Maximum
17		Hourly	\$16.94	\$22.02	\$27.10
		Bi-Weekly	\$1,355.13	\$1,761.67	\$2,168.21
		Monthly	\$2,936.11	\$3,816.95	\$4,697.78
		Annually	\$35,233.34	\$45,803.34	\$56,373.35
18	Detective	Hourly	\$17.79	\$23.12	\$28.46
	Planner II	Bi-Weekly	\$1,422.88	\$1,849.75	\$2,276.62
	Assistant to the Manager	Monthly	\$3,082.92	\$4,007.79	\$4,932.67
	WWTP Operator - Grade III&IV	Annually	\$36,995.01	\$48,093.51	\$59,192.01
	Public Works/Utility Superintendent (title clarification)				
19		Hourly	\$18.68	\$24.28	\$29.88
		Bi-Weekly	\$1,494.03	\$1,942.24	\$2,390.45
		Monthly	\$3,237.06	\$4,208.18	\$5,179.30
		Annually	\$38,844.76	\$50,498.19	\$62,151.62
		Shift Rate	\$13.30	\$17.29	\$21.28
20	Fire Department Captain/Medic	Hourly	\$19.61	\$25.49	\$31.37
		Bi-Weekly	\$1,568.73	\$2,039.35	\$2,509.97
		Monthly	\$3,398.92	\$4,418.59	\$5,438.27
		Annually	\$40,787.00	\$53,023.10	\$65,259.20
		Shift Rate	\$14.00	\$18.21	\$22.41
21	Police Sergeant Water Utility Manager Building Official	Hourly	\$20.59	\$26.77	\$32.94
		Bi-Weekly	\$1,647.17	\$2,141.32	\$2,635.47
		Monthly	\$3,568.86	\$4,639.52	\$5,710.18
		Annually	\$42,826.35	\$55,674.25	\$68,522.16
22		Hourly	\$21.62	\$28.10	\$34.59
		Bi-Weekly	\$1,729.53	\$2,248.38	\$2,767.24
		Monthly	\$3,747.31	\$4,871.50	\$5,995.69
		Annually	\$44,967.66	\$58,457.96	\$71,948.26
23		Hourly	\$22.70	\$29.51	\$36.32
		Bi-Weekly	\$1,816.00	\$2,360.80	\$2,905.60
		Monthly	\$3,934.67	\$5,115.07	\$6,295.47
		Annually	\$47,216.05	\$61,380.86	\$75,545.68
24	*+Fire Chief *+Community Development Director *+Police Chief *+Public Works Director *+Finance Director *+Magistrate *+Town Clerk *+Utility Director	Hourly	\$23.84	\$30.99	\$38.14
		Bi-Weekly	\$1,906.80	\$2,478.84	\$3,050.88
		Monthly	\$4,131.40	\$5,370.83	\$6,610.25
		Annually	\$49,576.85	\$64,449.91	\$79,322.96
25		Hourly	\$25.03	\$32.53	\$40.04
		Bi-Weekly	\$2,002.14	\$2,602.78	\$3,203.43
		Monthly	\$4,337.97	\$5,639.37	\$6,940.76
		Annually	\$52,055.69	\$67,672.40	\$83,289.11

Range Number	Current Title	Pay Period	Minimum	Control Point	Incentive Maximum
26		Hourly	\$26.28	\$34.16	\$42.04
		Bi-Weekly	\$2,102.25	\$2,732.92	\$3,363.60
		Monthly	\$4,554.87	\$5,921.34	\$7,287.80
		Annually	\$54,658.48	\$71,056.02	\$87,453.56
27	*Assistant Town Manager	Hourly	\$27.59	\$35.87	\$44.15
		Bi-Weekly	\$2,207.36	\$2,869.57	\$3,531.78
		Monthly	\$4,782.62	\$6,217.40	\$7,652.19
		Annually	\$57,391.40	\$74,608.82	\$91,826.24
28		Hourly	\$28.97	\$37.66	\$46.35
		Bi-Weekly	\$2,317.73	\$3,013.05	\$3,708.37
		Monthly	\$5,021.75	\$6,528.27	\$8,034.80
		Annually	\$60,260.97	\$78,339.26	\$96,417.55
29	*Town Manager	Hourly	\$30.42	\$39.55	\$48.67
		Bi-Weekly	\$2,433.62	\$3,163.70	\$3,893.79
		Monthly	\$5,272.84	\$6,854.69	\$8,436.54
		Annually	\$63,274.02	\$82,256.23	\$101,238.43
30		Hourly	\$31.94	\$41.52	\$51.11
		Bi-Weekly	\$2,555.30	\$3,321.89	\$4,088.48
		Monthly	\$5,536.48	\$7,197.42	\$8,858.36
		Annually	\$66,437.72	\$86,369.04	\$106,300.35
31		Hourly	\$33.54	\$43.60	\$53.66
		Bi-Weekly	\$2,683.06	\$3,487.98	\$4,292.90
		Monthly	\$5,813.30	\$7,557.29	\$9,301.28
		Annually	\$69,759.61	\$90,687.49	\$111,615.37

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Clarkdale, Arizona on this 28th day of April, 2009

APPROVED:

Doug Von Gausig, Mayor

ATTEST:

Kathy Bainbridge, Town Clerk