

RESOLUTION NO. 21- 02

**A RESOLUTION CLARIFYING COMPENSATION POLICY AND PRACTICE FOR  
POLICE SERGEANTS, MANAGERS AND CHIEFS**

**WHEREAS**, no qualified Astoria Police Department employee should be deterred from applying for promotion to positions of increased responsibility because compensation and benefits of the higher position is less remunerative on the whole; and

**WHEREAS**, the City fosters and promotes concepts of merit and career service which the City regards as essential to the public interest; and

**WHEREAS**, total compensation of sergeants, administrative services manager, emergency communications manager, deputy chief of police and chief of police whose wages and benefits are fixed by the City and not through the collective bargaining process should not be a disincentive from seeking promotion outside the police bargaining unit to which statutory criteria apply in setting wage and benefit levels; and

**WHEREAS**, the City and police sergeants agreed that in order to serve as role models without conflicts of interest inherent in participation or leadership of the police union, sergeants must be free of union affiliation with those they supervise so that the sergeants could act exclusively in the interest of the community and the City, with the authority and in the absence of the Chief of Police; and

**WHEREAS**, the City, sergeants, administrative services manager, emergency communications manager, deputy chief of police and chief of police have understood that the City would maintain total compensation by ensuring that the "gap" between top step police officer and the sergeant salary scale is maintained; and that other Police Managers' and Chiefs' compensation would be established using the same methodology.

**NOW THEREFORE, BE IT RESOLVED:**

**SECTION 1. COMPENSATION**

- A. The salary range for Police Sergeants set forth in the City budget and Employee Compensation Plan shall be determined as the salary range at the top step of which is not less than one hundred and fifteen percent (115%) of the top step wage of the salary range established for a Police Officer.
- B. The salary range for the Deputy Chief set forth in the City budget and Employee Compensation Plan shall be determined as the salary range at the top step of which is not less than one hundred and fourteen point seven tenths percent (114.7%) of the top step wage of the salary range established for a Police Sergeant.
- C. The salary range for the Chief of Police set forth in the City budget and Employee Compensation Plan shall be determined as the salary range at the top step of which is not less than one hundred and eleven point four tenths percent (111.4%) of the top step wage of the salary range established for the Deputy Chief of Police.

- D. The salary range for the Administrative Services Manager set forth in the City budget and Employee Compensation Plan shall be determined as the salary range at the top step of which is not less than one hundred twenty-four and one-half percent (124.5%) of the top step wage of the salary range established for the Senior Records & Evidence Specialist.
- E. The salary range for the Emergency Communications Manager set forth in the City budget and Employee Compensation Plan shall be determined as the salary range at the top step of which is not less than one hundred nine and one-half percent (109.5%) of the top step wage of the salary range established for the Communications Operations Supervisor.
- F. Sergeants, the Administrative Services Manager, the Emergency Communications Manager and Deputy Chief of Police shall continue to be provided the health insurance benefits which are offered to other non-union-represented employees of the City.
- G. The Chief of Police shall continue to be provided the health insurance benefits which are offered to non-union-represented, Department Head employees of the City.
- H. Whenever the City negotiates a retroactive wage adjustment, signing bonus or other economic component of total compensation, the City shall determine a compensation methodology applicable to Sergeants, Managers and Chiefs which satisfies the City's commitment to maintain compensation gaps and relativity as defined in this Resolution.
- I. Although Sergeants are deemed supervisory, the proportion of police officer duties performed is such that these employees may not be regarded as exempt from overtime pay required by the Fair Labor Standards Act. Therefore, overtime pay and compensatory time shall be administered in like fashion and on the same terms and conditions as may be established periodically in policy practice and the Astoria Public Safety Association Employee's collective bargaining agreement; provided, however that the Police Chief may determine alternative rules related to compensation, call-back and hold-over time, flexing of work time, and compensatory time off to be applied when Sergeants spend time taking phone calls off-duty which are a component of the responsibilities of an off-duty police supervisor, and shift trades with other sergeants.
- J. The compensation of Sergeants, Managers and Chiefs include the following elements at the same rate as the police officers represented in a collective bargaining agreement:
  - a. Vacation Accruals
  - b. Holiday Pay
  - c. Personal Leave
  - d. Stability Pay

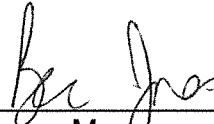
- e. Certification pay for intermediate and advanced professional certification in DPSST police disciplines.
  - f. Investigations pay for any sergeant assigned to supervise investigators.
  - g. Compensation for fluency, as determined by the City, in Spanish, American Sign Language, or other languages as deemed necessary by the Chief of Police and the City Manager.
  - h. Fitness incentive
  - i. Tuition Reimbursement
  - j. Astoria Aquatic Center Land and Water pass for personal use. The benefit shall be valued and reported by the City as a taxable non-wage benefit as required by IRS regulations and guidance.
  - k. Pre-tax contributions to a qualified benefit plan adopted for bargaining unit employees which, at the City's election, may be added to the sergeants', managers' and chiefs' base salary or provided in like manner if a qualified plan exists for which participation for these positions is possible.
- K. In addition to previously enumerated items: Sergeants, Managers and Chiefs who have obtained certifications in supervision and middle management from the Department of Public Safety Standards and Training shall receive monthly:
- a. 5% above their current pay upon receipt of a supervisory certificate; or
  - b. 10% above their current pay upon receipt of a middle management certificate.
- L. A Sergeant, Manager or Chief who has served for seven (7) or more years as an Astoria Police Officer and at least ten (10) years of continuous service with the City shall, upon retirement from the City, have accumulated unused sick leave, up to one thousand six hundred forty (1640) hours, reported to PERS for enhanced retirement benefit if eligible under Oregon law. This benefit may only be utilized as permitted by law.
- M. This Resolution shall not be deemed contractual. The policies, compensation elements and benefits hereby established are those of this City Council at the time this Resolution is adopted, and are subject to change (elimination, substitution, increase or reduction) based on changes periodically established for the Astoria police department employees through collective bargaining and for uniform application to all City employees.

## **SECTION 2. EFFECTIVE DATE**

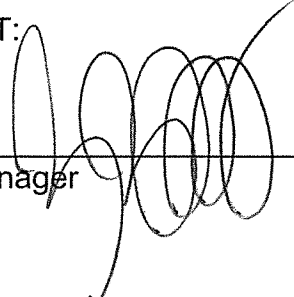
The provisions of this resolution shall become effective upon passage and are retroactive to January 1, 2021 for all regular employees currently registered on the City of Astoria payroll.

ADOPTED BY THE CITY COUNCIL THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2021.

APPROVED BY THE MAYOR THIS 16<sup>TH</sup> DAY OF FEBRUARY, 2021.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Manager

ROLL CALL ON ADOPTION:

YEA

NAY

ABSENT

Councilor Brownson  
Herman  
Rocka  
Hilton  
Mayor Jones

X  
X  
X  
X  
X