

SUPPLEMENTAL AGENDA

REGULAR CITY COUNCIL MEETING

DECEMBER 12, 2022

5:30 p.m.

**313 COURT STREET
THE DALLES, OR**

VIA ZOOM

<https://us06web.zoom.us/j/88147760127?pwd=bzF6UVBBS0EvaDIxTEVyRngrbExmQT09>

Meeting ID: 881 4776 0127

Passcode: 007612

Item to be Added to Agenda

ITEMS:

9. CONSENT AGENDA

- C. Resolution No. 22-041 Concurring with Mayor's Reappointments of Eric Gleason and Traci Griffiths to the Fort Dalles Museum Commission**

10. ACTION ITEM

- F. Pay Scale and Compensation Amendment**

All subsequent numbering of agenda items adjusted

Izetta Grossman, CMC City Clerk

RESOLUTION NO. 22-041

**A RESOLUTION CONCURRING WITH THE MAYOR'S RE-APPOINTMENTS
OF ERIC GLEASON AND TRACI GRIFFITHS TO
THE FORT DALLES MUSEUM COMMISSION**

WHEREAS, Eric Gleason term expires April 30, 2022, and Traci Griffiths term expired June 10, 2022;

WHEREAS, the Mayor has elected to reappoint Eric Gleason and Traci Griffiths to the Fort Dalles Museum Commission;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS
FOLLOWS:**

Section 1. The City Council concurs with the reappointment of:

Eric Gleason to the Fort Dalles Museum Commission with an expiration date of April 30, 2025; and

Traci Griffiths to the Fort Dalles Museum Commission with an expiration date of June 30, 2025.

Section 2. This Resolution shall be effective December 12, 2022.

PASSED AND ADOPTED THIS 12th DAY OF DECEMBER, 2022.

Voting Yes, Councilors: _____
Voting No, Councilors: _____
Absent, Councilors: _____
Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR 12th DAY OF DECEMBER, 2022.

SIGNED:

ATTEST:

Richard A. Mays, Mayor

Izetta Grossman, CMC, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #10F

MEETING DATE: December 12, 2022

TO: Honorable Mayor and City Council

FROM: City Manager Matthew Klebes

ISSUE: Pay Table and Compensation Amendment

BACKGROUND: Staff has begun a process to comprehensively review the City's exempt pay table and compensation philosophy to ensure that the City is adequately compensating exempt employees and that the City remains competitive from both a recruitment and retention perspective. Staff intends to bring a revised pay table with supporting philosophy and salary comparatives to the Council in early 2023 for consideration and possible incorporation in the City's budget process.

This is an important process alongside negotiations with the Police and SEIU Union Associations. Taken together, these efforts will affirm the City has reviewed and updated compensation levels City-wide taking into consideration competitiveness for recruitment and retention as well as budgetary resources and sustainability.

In beginning this review, two areas of compensation have been identified that require more urgent action. 1) In reviewing position offerings within our community and in the immediate area, the Finance Director's salary range is not competitive 2) Exempt Finance staff have taken on recurring contract work with other local agencies over and above their original position and consideration of additional compensation associated with said contracts should be considered.

Included with this Agenda Staff Report is a revised exempt pay table which places the Finance Director on a new pay grade. Staff is also requesting authorization to provide an incentive to exempt staff who are involved with ongoing contracts with other local agencies.

BUDGET IMPLICATIONS: These changes will result in payroll increases and there are sufficient budget resources to accommodate these increases.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to approve the amended Exempt Pay Table included as Attachment A as well as authorization to provide incentives for exempt staff working to fulfill ongoing contracts with local agencies.*
2. Decline to adopt the amended Exempt Pay table and authorization to provide said incentive.

Exempt / Non-Union & Management Salary Table FY22/23

Adopted

5.0% COLA Exempt/Non-Union Employees

Job Classification	BASE		STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		STEP 6		STEP 7	
	Month	Annual	Month	Annual	Month	Annual	Month	Annual	Month	Annual	Month	Annual	Month	Annual	Month	Annual
AA Public Works Director Police Chief	9,056.31	108,675.66	9,327.99	111,935.93	9,607.83	115,294.01	9,896.07	118,752.83	10,192.95	122,315.42	10,498.74	125,984.88	10,813.70	129,764.43	11,138.11	133,657.36
A++ Finance Director	8,785.86	105,430.32	9,049.44	108,593.23	9,320.92	111,851.03	9,600.55	115,206.56	9,888.56	118,662.76	10,185.22	122,222.64	10,490.78	125,889.32	10,805.50	129,666.00
A+ Human Resources Director Community Development Director	8,067.32	96,807.79	8,309.34	99,712.02	8,558.62	102,703.38	8,815.37	105,784.48	9,079.83	108,958.02	9,352.23	112,226.76	9,632.80	115,593.56	9,921.78	119,061.37
A Library Director City Clerk/IT Supervisor	7,469.74	89,636.83	7,693.83	92,325.94	7,924.64	95,095.72	8,162.38	97,948.59	8,407.25	100,887.05	8,659.47	103,913.66	8,919.26	107,031.07	9,186.83	110,242.00
B Assistant Public Works Director Police Captain	7,252.17	87,026.03	7,469.73	89,636.81	7,693.83	92,325.91	7,924.64	95,095.69	8,162.38	97,948.56	8,407.25	100,887.02	8,659.47	103,913.63	8,919.25	107,031.04
C City Engineer Water Quality Manager	7,040.94	84,491.31	7,252.17	87,026.05	7,469.74	89,636.84	7,693.83	92,325.94	7,924.64	95,095.72	8,162.38	97,948.59	8,407.25	100,887.05	8,659.47	103,913.66
D Info Technology Manager Water Distribution Manager Wastewater Collection Manager Transportation Manager Regulatory/Admin Manager Project Engineer	6,835.87	82,030.39	7,040.94	84,491.30	7,252.17	87,026.04	7,469.74	89,636.82	7,693.83	92,325.93	7,924.64	95,095.71	8,162.38	97,948.58	8,407.25	100,887.03
E Police Sergeant	6,638.25	79,659.03	6,837.40	82,048.80	7,042.52	84,510.26	7,253.80	87,045.57	7,471.41	89,656.94	7,695.55	92,346.64	7,926.42	95,117.04	8,164.21	97,970.55
F Economic Development Officer	6,443.46	77,321.52	6,636.76	79,641.17	6,835.87	82,030.40	7,040.94	84,491.31	7,252.17	87,026.05	7,469.74	89,636.83	7,693.83	92,325.94	7,924.64	95,095.72
G	6,255.79	75,069.44	6,443.46	77,321.52	6,636.76	79,641.17	6,835.87	82,030.40	7,040.94	84,491.32	7,252.17	87,026.06	7,469.74	89,636.84	7,693.83	92,325.94
H	6,073.58	72,882.94	6,255.79	75,069.43	6,443.46	77,321.51	6,636.76	79,641.15	6,835.87	82,030.39	7,040.94	84,491.30	7,252.17	87,026.06	7,469.74	89,636.82
I	5,896.68	70,760.15	6,073.58	72,882.95	6,255.79	75,069.44	6,443.46	77,321.53	6,636.76	79,641.17	6,835.87	82,030.41	7,040.94	84,491.32	7,252.17	87,026.06
J Senior Planner Facilities Supervisor	5,724.93	68,699.15	5,896.68	70,760.13	6,073.58	72,882.93	6,255.79	75,069.42	6,443.46	77,321.50	6,636.76	79,641.15	6,835.87	82,030.38	7,040.94	84,491.30
K	5,558.19	66,698.22	5,724.93	68,699.17	5,896.68	70,760.14	6,073.58	72,882.95	6,255.79	75,069.44	6,443.46	77,321.52	6,636.76	79,641.16	6,835.87	82,030.40
L	5,396.30	64,755.57	5,558.19	66,698.24	5,724.93	68,699.19	5,896.68	70,760.16	6,073.58	72,882.97	6,255.79	75,069.46	6,443.46	77,321.54	6,636.77	79,641.19
M Engineer-In-Training Safety Officer	5,239.12	62,869.47	5,396.30	64,755.55	5,558.18	66,698.22	5,724.93	68,699.17	5,896.68	70,760.14	6,073.58	72,882.95	6,255.79	75,069.43	6,443.46	77,321.52
N Accountant Associate Planner Divlpmt Inspctr/Project Mgr Finance Specialist Paralegal IT Specialist	5,086.53	61,038.33	5,239.12	62,869.48	5,396.30	64,755.56	5,558.19	66,698.23	5,724.93	68,699.18	5,896.68	70,760.15	6,073.58	72,882.96	6,255.79	75,069.45
O Community Development Analyst	4,938.45	59,261.42	5,086.61	61,039.26	5,239.20	62,870.44	5,396.38	64,756.55	5,558.27	66,699.25	5,725.02	68,700.23	5,896.77	70,761.23	6,073.67	72,884.07
P	4,794.54	57,534.45	4,938.37	59,260.49	5,086.53	61,038.30	5,239.12	62,869.45	5,396.29	64,755.53	5,558.18	66,698.20	5,724.93	68,699.15	5,896.68	70,760.12
Q	4,654.89	55,858.71	4,794.54	57,534.47	4,938.38	59,260.51	5,086.53	61,038.32	5,239.12	62,869.47	5,396.30	64,755.56	5,558.19	66,698.22	5,724.93	68,699.17
R Finance Specialist - Personnel Executive Assistant	4,519.31	54,231.75	4,654.89	55,858.71	4,794.54	57,534.47	4,938.38	59,260.50	5,086.53	61,038.32	5,239.12	62,869.47	5,396.30	64,755.55	5,558.18	66,698.22
S	4,387.68	52,652.18	4,519.31	54,231.74	4,654.89	55,858.70	4,794.54	57,534.46	4,938.37	59,260.49	5,086.53	61,038.30	5,239.12	62,869.45	5,396.29	64,755.54
T Assistant Planner	4,259.88	51,118.62	4,387.68	52,652.18	4,519.31	54,231.74	4,654.89	55,858.70	4,794.54	57,534.46	4,938.37	59,260.49	5,086.53	61,038.30	5,239.12	62,869.45
U	4,135.81	49,629.75	4,259.89	51,118.65	4,387.68	52,652.21	4,519.31	54,231.77	4,654.89	55,858.73	4,794.54	57,534.49	4,938.38	59,260.52	5,086.53	61,038.34
V	4,013.81	48,165.67	4,134.22	49,610.64	4,258.25	51,098.96	4,385.99	52,631.93	4,517.57	54,210.89	4,653.10	55,837.22	4,792.69	57,512.33	4,936.48	59,237.70
W Planning Technician Payroll Technician Codes Enforcement Account Technician Police Evidence Officer	3,898.40	46,780.79	4,015.35	48,184.21	4,135.81	49,629.74	4,259.89	51,118.63	4,387.68	52,652.19	4,519.31	54,231.75	4,654.89	55,858.71	4,794.54	57,534.47
X	3,784.85	45,418.23	3,898.40	46,780.78	4,015.35	48,184.20	4,135.81	49,629.73	4,259.89	51,118.62	4,387.68	52,652.18	4,519.31	54,231.75	4,654.89	55,858.70
Y Administrative Secretary	3,708.98	44,507.80	3,820.25	45,843.03	3,934.86	47,218.32	4,052.91	48,634.87	4,174.49	50,093.92	4,299.73	51,596.74	4,428.72	53,144.64	4,561.58	54,738.98
Z	3,567.59	42,811.05	3,674.62	44,095.39	3,784.85	45,418.25	3,898.40	46,780.80	4,015.35	48,184.22	4,135.81	49,629.75	4,259.89	51,118.64	4,387.68	52,652.20
AA Animal Control Officer	3,463.68	41,564.12	3,567.59	42,811.05	3,674.61	44,095.38	3,784.85	45,418.24	3,898.40	46,780.79	4,015.35	48,184.21	4,135.81	49,629.74	4,259.89	51,118.63

Hourly Employees		Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Watershed Patrol		47,2500							
Library Page		13.50	13.91	14.32	14.75	15.19	15.65	16.12	16.60
Contract Employees		Month	Annual	FLSA Exempt					
City Manager		12,724.31	152,691.71						
City Attorney		11,458.33	137,500.00						
Municipal Judge		1,478.19	17,738.26						

Previous Year Base
21,127.61

Minimum Wage increases through 2023, based on CPI thereafter