

REQUEST FOR COUNCIL ACTION

SUBJECT: Amending the salary schedule for City employees for fiscal year 2016-2017.

SUMMARY: Staff has proposed to update the Salary Schedule to reflect the addition of two new positions; as well as minor housekeeping changes.

FISCAL AND/OR ASSET IMPACT: The proposed changes will have net fiscal impact of approximately \$157,500 for salary and benefits and approximately \$40,500 for the purchase of a new vehicle, computers, etc.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed Resolution amending the Salary Schedule for City employees for fiscal year 2016-2017.

MOTION RECOMMENDED:

"I move to adopt Resolution 16-191 , amending the Salary Schedule for fiscal year 2016-2017."

Prepared by:



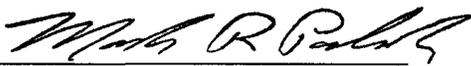
Jonathan Gardner
Human Resource Director

Reviewed by:



Eric Okerlund
Budget Officer

Recommended by:



Mark R. Palesh
City Manager

DISCUSSION:

Over the past year or so there has been a steady increase in construction activity throughout the City including building permit applications and inspection activity. There has also been a huge increase in solar panels installations. This increase in activity is expected for the foreseeable future as interest rates remain low. Change #3 – the addition of a new Combination Inspector is proposed in order to alleviate the backlog that we are currently experiencing in these areas.

Change #4 – the addition of a new Engineering Assistant will help to speed up the process time for development reviews. It will also increase the City's ability to address design and build issues with capital improvement projects, Computer Aided Design (CAD) operating, plat reviews and addressing of new homes and businesses. As new construction is occurring throughout the City, the addresses need to be linked to things such as the sewer and water systems. We currently have only one Engineering Assistant and are unable to keep up with the demand in these areas.

Changes 1, 2 and 5 on the salary schedule are housekeeping issues reflecting changes that have occurred over the past few months.

THE CITY OF WEST JORDAN, UTAH
A Municipal Corporation
RESOLUTION NO. 16-191

A RESOLUTION OF THE CITY OF WEST JORDAN
AMENDING THE SALARY SCHEDULE FOR CITY EMPLOYEES

WHEREAS, the City of West Jordan Municipal Code 1-9-5A outlines the personnel procedures and employee compensation system; and

WHEREAS, the City Council establishes annually the approved full and part time positions in all City Departments, and designates their respective pay ranges; and

WHEREAS, there has been the need to amend the previously approved salary schedule;

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF WEST JORDAN, UTAH:

Section 1. The City Council of the City of West Jordan hereby approves the amended salary schedule and compensation plan for all officers and employees in all classifications of employment provided in this resolution.

Section 2. That said updated classification and salary schedule are hereby incorporated and attached to this resolution;

Section 3. That said updated salary schedule and compensation plan shall be effective 12/07/16.

Department or Division	Approved Positions	June 22, 2016		December 7, 2016		Pay Range	Min	Max
		F/T	PT	F/T	PT			
Elected Officials	Mayor	1	0	1	0			\$89,500/yr.
	City Council	0	6	0	6			\$18,000/yr.
	TOTAL	1	6	1	6			
City Manager	City Manager	1	0	1	0	contract		
	Deputy City Manager	1	0	1	0	91	\$50.39	\$71.70
	Assistant to the City Mgr.	1	0	1	0	61	\$24.01	\$34.18
	Sr Executive Assistant	1	0	1	0	55	\$20.72	\$29.47
	Executive Assistant	1	0	1	0	53	\$19.72	\$28.05
	Temporary Admin. Analyst	0	1	0	1		\$9.00	\$10.00
TOTAL	5	1	5	1				
City Clerk	City Clerk/Recorder	1	0	1	0	75	\$33.94	\$48.28
	Deputy City Clerk/Recorder	2	0	2	0	53	\$19.72	\$28.05
	TOTAL	3	0	3	0			
City Attorney	City Attorney	1	0	1	0	92	\$51.65	\$73.49
	Civil Litigator	1	0	1	0	81	\$39.36	\$56.00
	Deputy City Attorney	3	0	3	0	80	\$38.39	\$54.64
	Domestic Violence Unit Chief ¹	1	0	0	0	75	\$33.94	\$48.28
	Lead Assistant City Prosecutor ¹	0	0	1	0	70	\$30.00	\$42.68
	Assistant City Prosecutor	1	0	1	0	65	\$26.51	\$37.73
	Legal Executive Assistant	1	0	1	0	55	\$20.72	\$29.47
	Legal Technician	1	0	1	0	53	\$19.72	\$28.05
	Legal Assistant	1	0	1	0	47	\$16.99	\$24.18
	Victim Advocate	2	1	2	1	41	\$14.66	\$20.86
	DV Victim Coordinator (GRANT)	0	1	0	1	40	\$14.30	\$20.35
	Administrative Assistant	0	2	0	2	45	\$16.18	\$23.03
	Intern	0	1	0	1			\$10.50
TOTAL	12	5	12	5				

City Court	Judge	1	0	1	0	STATE - \$68.82 - eff.07/01/16		
	Court Clerk Supervisor	1	0	1	0	54	\$20.20	\$28.75
	Court Clerk III	4	0	4	0	47	\$16.99	\$24.18
	Court Clerk II	1	0	1	0	43	\$15.40	\$21.93
	Court Clerk I	3	0	3	0	39	\$13.96	\$19.86
	TOTAL	10	0	10	0			

Finance	Finance Director	1	0	1	0	79	\$37.46	\$53.31
	Deputy Finance Director	1	0	1	0	76	\$34.79	\$49.50
	City Treasurer	1	0	1	0	74	\$33.12	\$47.10
	Budget Officer	1	0	1	0	74	\$33.12	\$47.10
	Senior Accountant	2	0	2	0	74	\$33.12	\$47.10
	Purchasing Agent	1	0	1	0	62	\$24.63	\$35.04
	Accountant	2	0	2	0	58	\$22.30	\$31.74
	Rental Dwelling License Coord.	1	0	1	0	53	\$19.72	\$28.05
	Business License Coordinator	1	0	1	0	53	\$19.72	\$28.05
	Accounting Technician	1	0	1	0	53	\$19.72	\$28.05
	Utility Representative	3	0	3	0	51	\$18.77	\$26.70
	Customer Service Rep.	4	0	4	0	47	\$16.99	\$24.18
	Lead Utility Service Tech	1	0	1	0	46	\$16.59	\$23.61
	Utility Service Technician	1	0	1	0	41	\$14.66	\$20.86
	Seasonal Utility Laborer	0	2	0	2			\$10.50
	TOTAL	21	2	21	2			

Human Resources	Human Resource Director	1	0	1	0	74	\$33.12	\$47.10
	Sr. Human Resource Generalist	1	0	1	0	67	\$27.86	\$39.64
	Human Resource Specialist	1	0	1	0	58	\$22.30	\$31.74
	Administrative Assistant	1	0	1	0	45	\$16.18	\$23.03
	TOTAL	4	0	4	0			

Administrative Services Department (I.T., Risk Management and Community Affairs)

Information Technology	I.T. Manager	1	0	1	0	81	\$39.36	\$56.00
	Sr. I.T. Systems Administrator	1	0	1	0	70	\$30.00	\$42.68
	I.T. Operations Manager	1	0	1	0	70	\$30.00	\$42.68
	Senior PC Specialist	2	0	2	0	59	\$22.86	\$32.53
	PC Specialist	1	0	1	0	53	\$19.72	\$28.05
	Help Desk Technician	1	0	1	0	51	\$18.77	\$26.70
	TOTAL	7	0	7	0			

Risk Management	Risk Manager	1	0	1	0	66	\$27.17	\$38.67
	Total	1	0	1	0			

Community Affairs	Communications Manager	1	0	1	0	62	\$24.63	\$35.04
	TOTAL	1	0	1	0			

Police

Police Chief	1	0	1	0	GRP87	\$46.15	\$64.94
Deputy Police Chief	2	0	2	0	GRP81	\$39.79	\$56.00
Police Lieutenant	6	0	6	0	GRP74	\$33.47	\$47.10
Police Sergeant II	14	0	14	0	GRP68	\$28.87	\$40.63
Police Sergeant I		0		0	GRP65	\$26.81	\$37.73
Police Officer III		0		0	GRP59	\$23.11	\$32.51
Police Officer II	90	0	90	0	GRP55	\$20.94	\$29.47
Police Officer I		0		0	GRP53	\$19.92	\$28.04
Background Investigator	Position Filled As Needed		Position Filled As Needed		53	\$19.72	\$28.05
Executive Assistant	1	0	1	0	53	\$19.72	\$28.05
Police Records Supervisor	1	0	1	0	54	\$20.20	\$28.75
Police Records Technician III	2	0	2	0	47	\$16.99	\$24.18
Police Records Technician	8	5	8	5	43	\$15.40	\$21.93
Community Service Officer	6	0	6	0	45	\$16.18	\$23.03
Crime Prevention Specialist	2	0	2	0	51	\$18.77	\$26.70
Evidence Custodian	1	1	1	1	51	\$18.77	\$26.70
Crime Scene Technican II	2	0	2	0	51	\$18.77	\$26.70
Crime Scene Technican I		0		0	47	\$16.99	\$24.18
Police Technology Specialist	1	0	1	0	52	\$19.23	\$27.37
Crime Analyst	1	0	1	0	52	\$19.23	\$27.37
Crossing Guard Supervisor	1	0	1	0	51	\$18.77	\$26.70
Crossing Guard	0	87	0	87		\$6.04	\$8.25
Animal Services Manager	1	0	1	0	61	\$24.01	\$34.18
Animal Control Officer	6	0	6	0	45	\$16.18	\$23.03
Animal Control Rec Tech	2	1	2	1	43	\$15.40	\$21.93
TOTAL	148	94	148	94			

Fire

Fire Chief	1	0	1	0	GRP87	\$46.15	\$64.94
Deputy Fire Chief	2	0	2	0	GRP81	\$39.79	\$56.00
Battalion Chief	3	0	3	0	GRP74	\$33.47	\$47.10
Fire Captain II	14	0	14	0	GRP68	\$28.87	\$40.63
Fire Captain I		0		0	GRP65	\$26.81	\$37.73
Paramedic II	38	0	38	0	GRP63	\$25.52	\$35.90
Paramedic I		0		0	GRP61	\$24.29	\$34.17
Fire Engineer II	12	0	12	0	GRP59	\$23.11	\$32.51
Fire Engineer I		0		0	GRP57	\$22.01	\$30.97
Firefighter II	11	0	11	0	GRP55	\$20.94	\$29.47
Firefighter I		0		0	GRP53	\$19.92	\$28.04
Fire Service Officer	2	1	2	1	45	\$16.18	\$23.03
Executive Assistant	1	0	1	0	53	\$19.72	\$28.05
Fire Records Operations Mgr.	1	0	1	0	53	\$19.37	\$28.05
Administrative Assistant	1	0	1	0	45	\$16.18	\$23.03
TOTAL	86	1	86	1			
Firefighter I					GRF53	\$15.08	\$21.23
Firefighter II					GRF55	\$15.85	\$22.30
Fire Engineer I					GRF57	\$16.65	\$23.44
Fire Engineer II					GRF59	\$17.49	\$24.61
Paramedic I					GRF61	\$18.39	\$25.87
Paramedic II					GRF63	\$19.31	\$27.18
Fire Captain I					GRF65	\$20.30	\$28.55
Fire Captain II					GRF68	\$21.86	\$30.74
Battalion Chief					GRF74	\$23.97	\$33.74

Development Department (Development, Building & Safety and Code Enforcement)

Development	Development Director	1	0	1	0	87	\$45.65	\$64.95
	City Planner	1	0	1	0	75	\$33.94	\$48.28
	Econ./Dev. Assistance Mgr	1	0	1	0	75	\$33.94	\$48.28
	Econ./Dev. Assistance Sup.	1	0	1	0	65	\$26.51	\$37.73
	Development Coordinator	2	0	2	0	53	\$19.72	\$28.05
	CDBG/Grants Acquisition Coord.	1	0	1	0	72	\$31.52	\$44.84
	Senior Planner	2	0	2	0	67	\$27.86	\$39.64
	Associate Planner	1	0	1	0	61	\$24.01	\$34.18
	Assistant Planner ²	0	0	1	0	57	\$21.76	\$30.97
	Executive Assistant	1	0	1	0	53	\$19.72	\$28.05
	Development Technician ²	1	0	0	0	41	\$14.66	\$20.86
	TOTAL	12	0	12	0			

Building & Safety

Building Official	1	0	1	0	72	\$31.52	\$44.84
Comb. Inspection Supervisor	1	0	1	0	67	\$27.86	\$39.64
Senior Plans Examiner	1	0	1	0	67	\$27.86	\$39.64
Plans Examiner	1	0	1	0	62	\$24.63	\$35.04
Combination Inspector III ³	3	0	4	0	61	\$24.01	\$34.18
Combination Inspector II	0	0	0	0	57	\$21.76	\$30.97
Permit Technician	1	0	1	0	44	\$15.79	\$22.46
Administrative Assistant	1	0	1	0	45	\$16.18	\$23.03
TOTAL	9	0	10	0			

Code Enforcement

Ord. Enfor. Sprvsr./C.A. Invest.	1	0	1	0	68	\$28.55	\$40.63
Code Enforcement Officer	2	0	2	0	45	\$16.18	\$23.03
Administrative Assistant	1	0	1	0	45	\$16.18	\$23.03
TOTAL	4	0	4	0			

Public Works Department (Administration, G.I.S., Development Review, Capital Projects, Public Services and Utilities, and Internal Services)

Administration

Public Works Director	1	0	1	0	87	\$45.65	\$64.95
Deputy Public Works Director	1	0	1	0	81	\$39.36	\$56.00
Real Estate Services Manager	1	0	1	0	70	\$30.00	\$42.68
Executive Assistant	1	0	1	0	53	\$19.72	\$28.05
Purchasing Technician	1	0	1	0	47	\$16.99	\$24.18
TOTAL	5	0	5	0			

G.I.S. Technical Support

GIS Administrator	1	0	1	0	66	\$27.17	\$38.67
GIS Specialist II	2	0	2	0	56	\$21.24	\$30.21
GIS Specialist I	1	0	1	0	52	\$19.23	\$27.37
Engineering Assistant ⁴	1	0	2	0	56	\$21.24	\$30.21
Utility Locator	1	0	1	0	45	\$16.18	\$23.03
Intern	0	2	0	2			\$10.50
TOTAL	6	2	7	2			

Development Review

City Engineer	1	0	1	0	79	\$37.46	\$53.31
Traffic Engineer	1	0	1	0	72	\$31.52	\$44.84
Engineering Inspector Supvr	1	0	1	0	67	\$27.86	\$39.64
Assistant Engineer	1	0	1	0	61	\$24.01	\$34.18
Engineering Inspector III	0	0	0	0	61	\$24.01	\$34.18
Engineering Inspector II	3	0	3	0	57	\$21.76	\$30.97
Engineering Inspector I	0	0	0	0	53	\$19.72	\$28.05
Administrative Assistant	1	0	1	0	45	\$16.18	\$23.03
TOTAL	8	0	8	0			

Capital Projects

Engineer Mgr/ Capital Proj.	1	0	1	0	77	\$35.66	\$50.74
Engineer Mgr/ Utilities	1	0	1	0	77	\$35.66	\$50.74
Senior Engineer	3	0	3	0	68	\$28.55	\$40.63
Associate Engineer	3	0	3	0	64	\$25.88	\$36.80
Contract Administrator	1	0	1	0	58	\$22.30	\$31.74
Engineering Inspector I	1	0	1	0	53	\$19.72	\$28.05
TOTAL	7	0	7	0			

Public Services and Utilities

Administration

Utilities Manager	1	0	1	0	77	\$35.66	\$50.74
Public Services Manager	1	0	1	0	72	\$31.52	\$44.84
Administrative Assistant III	1	0	1	0	47	\$16.99	\$24.18
TOTAL	3	0	3	0			

Water

Water Operations Crew Supv	1	0	1	0	63	\$25.24	\$35.90
Water System Operator IV	13	0	13	0	57	\$21.76	\$30.97
Water System Operator III	13	0	13	0	53	\$19.72	\$28.05
Water System Operator II	13	0	13	0	47	\$16.99	\$24.18
Water System Operator I	13	0	13	0	45	\$16.18	\$23.03
Commercial Water Meter Tech	1	0	1	0	52	\$19.23	\$27.37
Water Const. Crew Supvr	1	0	1	0	61	\$24.01	\$34.18
Water Const. Tech III	3	0	3	0	52	\$19.23	\$27.37
Water Const. Tech II	3	0	3	0	46	\$16.59	\$23.61
Water Const. Tech I	3	0	3	0	42	\$15.03	\$21.39
TOTAL	19	0	19	0			

Wastewater

Wastewater Ops Crew Supv	1	0	1	0	63	\$25.24	\$35.90
Wastewater System Opr IV	6	0	6	0	57	\$21.76	\$30.97
Wastewater System Opr III	6	0	6	0	53	\$19.72	\$28.05
Wastewater System Opr II	6	0	6	0	47	\$16.99	\$24.18
Wastewater System Opr I	6	0	6	0	45	\$16.18	\$23.03
Wastewater Const. Crew Supv	1	0	1	0	61	\$24.01	\$34.18
Wastewater Const. Tech III	6	0	6	0	52	\$19.23	\$27.37
Wastewater Const. Tech II	6	0	6	0	46	\$16.59	\$23.61
Wastewater Const. Tech I	6	0	6	0	42	\$15.03	\$31.29
Seasonal Laborer	0	1	0	1			\$10.50
TOTAL	14	1	14	1			

Stormwater

Stormwater Program Manager	1	0	1	0	67	\$27.86	\$39.64
Stormwater Crew Supervisor	1	0	1	0	58	\$22.30	\$31.74
Stormwater Inspector	2	0	2	0	57	\$21.76	\$30.97
Stormwater Operator III	6	0	6	0	53	\$19.72	\$28.05
Stormwater Operator II	6	0	6	0	47	\$16.99	\$24.18
Stormwater Operator I	6	0	6	0	45	\$16.18	\$23.03
TOTAL	10	0	10	0			

Streets

Street Superintendent	2	0	2	0	68	\$28.55	\$40.63
Street Maintenance Crew Supv	2	0	2	0	58	\$22.30	\$31.74
Heavy Equipment Operator	3	0	3	0	53	\$19.72	\$28.05
Equipment Operator	1	0	1	0	49	\$17.87	\$25.41
Sweeper Operator	3	0	3	0	49	\$17.87	\$25.41
Traffic Sign Technician	1	0	1	0	49	\$17.87	\$25.41
Street Maintenance Worker III	15	0	15	0	49	\$17.87	\$25.41
Street Maintenance Worker II	15	0	15	0	45	\$16.18	\$23.03
Street Maintenance Worker I	15	0	15	0	41	\$14.66	\$20.86
Seasonal Laborer	0	2	0	2			\$10.50
TOTAL	27	2	27	2			

Electrical	Master Electrician	1	0	1	0	63	\$25.24	\$35.90
	Journeyman Electrician	1	0	1	0	55	\$20.72	\$29.47
	Apprentice Electrician	1	0	1	0	45	\$16.18	\$23.03
	TOTAL	3	0	3	0			

Solid Waste	Solid Waste Maint. Worker	2	0	2	0	41	\$14.66	\$20.86
	TOTAL	2	0	2	0			

Facilities	CIP/Facilities Project Manager	1	0	1	0	72	\$31.52	\$44.84
	Facilities Maint. Supervisor	1	0	1	0	59	\$22.86	\$32.53
	Lead Facilities Maint. Tech. ⁵	1	0	0	0	53	\$19.72	\$28.05
	Facilities Maint. Technician III	1	0	1	0	49	\$17.87	\$25.41
	Facilities Maint. Technician ⁵	2	0	3	0	47	\$16.99	\$24.18
	TOTAL	6	0	6	0			

Fleet Maintenance	Fleet Manager	1	0	1	0	64	\$25.88	\$36.80
	Lead Fleet Mechanic	1	0	1	0	57	\$21.76	\$30.97
	Fleet Mechanic	4	0	4	0	55	\$20.72	\$29.47
	Fleet Service Technician	1	0	1	0	41	\$14.66	\$20.86
	Administrative Assistant	1	0	1	0	45	\$16.18	\$23.03
	TOTAL	8	0	8	0			

Parks and Recreation Department (Parks and Events)

Parks	Director of Parks	1	0	1	0	77	\$35.66	\$50.74
	Deputy Parks Director	1	0	1	0	68	\$28.55	\$40.63
	Urban Forester	1	0	1	0	60	\$23.43	\$33.34
	Cemetery Sexton	1	0	1	0	58	\$22.30	\$31.74
	Park Maintenance Crew Supv	4	0	4	0	57	\$21.76	\$30.97
	Parks Irrigation Specialist	2	0	2	0	49	\$17.87	\$25.41
	Park Maintenance Worker III	7	0	7	0	49	\$17.87	\$25.41
	Park Maintenance Worker II	7	0	7	0	44	\$15.79	\$22.46
	Park Maintenance Worker I	0	0	0	0	39	\$13.96	\$19.86
	Lead Seasonal Laborer	0	5	0	5			\$12.50
	Seasonal Laborer	0	29	0	29			\$10.50
	TOTAL	17	34	17	34			

Events and Recreation	Events Manager	1	0	1	0	61	\$24.01	\$34.18
	Volunteer & Event Svcs. Coord.	1	0	1	0	53	\$19.72	\$28.05
	TOTAL	2	0	2	0			

TOTAL AUTHORIZED POSITIONS:

TOTAL CITY EMPLOYEES			
6/22/2016		12/7/2016	
FT	PT	FT	PT
461	148	463	148

1. New Positions

³ An additional Combination Inspector III position, range 61 position was added

⁴ An additional Engineering Assistant position, range 56 was added

2. Miscellaneous Changes

¹ The Domestic Violence Unit Chief, range 75 was replaced with a Lead Assistant City Prosecutor, range 70

² The Development Technician, range 41 was reclassified to an Assistant Planner position, range 57

⁵ Lead Facilities Maintenance Technician, range 53 was replaced with a Facilities Technician, range 47

Adopted by the City of Council of West Jordan, Utah, this Wednesday, December 7, 2016.

ATTEST:

KIM V. ROLFE
Mayor

MELANIE S. BRIGGS, MMC
City Clerk

Voting by the City Council:	"AYE"	"NAY"
Alan Anderson	_____	_____
Dirk Burton	_____	_____
Jeff Haaga	_____	_____
Zach Jacob	_____	_____
Chris McConnehey	_____	_____
Chad Nichols	_____	_____
Mayor Kim V. Rolfe	_____	_____