



**MEETING DATE:** August 14, 2024

**AGENDA ITEM:** 7. Update to the Pay schedule in compliance with CCR 570.5 for the Community Engagement Officer position

**FROM:** Susan Scarlett

**RE:** Update to the Pay schedule in compliance with CCR 570.5

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**BACKGROUND:**

The City Council approved the hiring of a "Community Engagement Officer". At this time, it is recommended that the City change the title to "Public Engagement Officer". In addition, step increases were not included for this position in the original CCR 570.5 that was adopted. While this position, as a permanent part time position, is not eligible at this time for longevity it is eligible for steps.

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**RECOMMENDATION:**

Approve the name change to Public Engagement Officer and adopt the updated required Publicly Available Pay Schedule

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**ATTACHMENTS:**

- A. PAY SCHEDULE FOR CCR 570.5 COMPLIANCE

California Code of Regulations 570.5 - Publicly Available Pay Schedule

POSITION	HOURLY RATES							
	Step 1	Step 2	Step 3	Step 4	Step 5	L 1	L 2	L 3
City Manager (1)	64.02	0	0	0	0	67.22	70.58	74.11
Administrative Services Manager (Not currently filled)	37.85	0	0	0	0	39.74	41.73	43.82
Public Works & Building Services Manager (1)	52.03	0	0	0	0	54.63	57.36	60.23
Public Engagement Officer Part-time	30.00	31.50	33.08	34.73	36.47	0.00	0.00	0.00
Water/Sewer Utility Technician (or Public Works Supervisor) (2)	31.74	33.33	35	36.75	38.58	40.51	42.53	44.66
Public Works Maintenance (1)	24.09	25.29	26.55	27.88	29.27	30.73	32.27	33.88
Accounting Technician (1)	29.34	30.81	32.35	33.97	35.67	37.45	39.33	41.29
Administrative Clerk (1)	24.76	26.00	27.30	28.67	30.10	31.61	33.19	34.84
Office Clerk (1)	21.12	22.18	23.29	24.45	25.68	26.96	28.31	29.73

Management does not have steps

There are 5 Steps and are every two years

Longevity is 5% at 15, 20 and 25 years Full-time employees with continuous service measured from date of hire

Revised August 5, 2024 and Adopted by the City Council August 14, 2024