



City Hall, 215 Sycamore St
Muscatine, IA 52641-2840
(563) 264-1550
Fax (563) 264-0750

To: Gregg Mandsager, City Administrator

UMAN RESOURCES

From: Stephanie Romagnoli, Human Resources Manager
Cc: Nancy Lueck, Finance Director
Date: March 13, 2018
Re: Resolution for Seasonal Pay Plan

Included with this memo is a resolution to adopt the seasonal pay plan for FY18/19

This pay plan includes a request to change the pay grade for Seasonal Equipment Operator from pay grade 2 to 3 and the pay grade for Lead Groundskeeper from pay grade 4 to 5.

The pay plan also includes updated ranges and position titles for those employees who work year round, but less than 20 hours per week.

At this time, I am requesting City Council adopt the resolution amending the seasonal pay plan. Please let me know if there are any questions or if additional information is needed.

"I remember Muscatine for its sunsets. I have never seen any on either side of the ocean that equaled them" — Mark Twain

RESOLUTION NO._____

**A RESOLUTION AMENDING AND APPROVING THE OFFICIAL PAY PLAN FOR
SEASONAL AND CERTAIN OTHER PART-TIME EMPLOYEES OF THE CITY OF
MUSCATINE, IOWA EFFECTIVE**

April 1, 2018.

WHEREAS, the City Council of the City of Muscatine, Iowa adopts by resolution the official pay plans for seasonal and other employees of the City, and;

WHEREAS, amendments made to such plans must receive approval of the City Council;

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
MUSCATINE, IOWA**, that the following amendments be approved and implemented effective April 1, 2018, as follows:

The seasonal pay plan shall be amended to reflect changes to the wage schedule as presented in the 2018 Seasonal Pay Plan attachment.

PASSED, APPROVED, AND ADOPTED this 15th of March, 2018.

Allen Harvey, Mayor Pro Tem

ATTEST:

Gregg Mandsager, City Clerk

**City of Muscatine
Seasonal Pay Plan
Effective April 1, 2018**

Pay Grade 1		STEPS				
		A	B	C	D	E
Program Aide		\$ 7.50	\$ 7.75	\$ 8.00	\$ 8.25	\$ 8.50
Cashier						
Program Asst.						
Laborer						
Office Clerk						
Security Guard						
Slide Attendant						
Pool Maintenance						
Summer Library Shelver						

Pay Grade 2			\$ 8.25	\$ 8.50	\$ 8.75	\$ 9.00	\$ 9.25
Facilities Supervisor							
Groundskeeper							
Gas Dock Attendant							
Gymnastics Assistant Instructor							
Lifeguard							
Flag Football Official							
Swim Instructor							

Pay Grade 3			\$ 8.75	\$ 9.00	\$ 9.25	\$ 9.50	\$ 9.75
Assistant Pool Manager							
Lesson Coordinator							
Equipment Operator							

Pay Grade 4			\$ 9.50	\$ 9.75	\$ 10.00	\$ 10.25	\$ 10.50
Technician							
Flag Football Field Judge							
Club House Supervisor							

Pay Grade 5			\$ 12.00	\$ 12.25	\$ 12.50	\$ 12.75	\$ 13.00
Program Instructor							
Water Activity Instructor							
Supervisor/Official							
Lead Groundskeeper							

Pay Grade 6			\$ 12.50	\$ 12.75	\$ 13.00	\$ 13.25	\$ 13.50
Gymnastics Instructor							

Pay Grade 7 \$15.00 \$ 15.25 \$ 15.50 \$ 15.75 \$ 16.00
Aquatic Center Manager

Consideration for initial placement on wage guide and advancement within wage guide (other than longevity) based on the following: 1. Previous work experience and qualifications

1. Previous work experience and qualifications
2. Red Cross Health and Safety certifications, i.e. first aid, CPR, WSI, etc.
3. Special education, certificates, degrees, licenses, etc. (i.e. chauffeurs license, pesticide applicator's certification, instructor training certification).
4. Combination of hours worked and quality of the performance.

Other Part-Time Employees Pay Plan (year round <20 hours per week)

	STEPS				
	A	B	C	D	E
Flat Pay Rates	Hourly Rate				
Sub Refuse Collectors		\$10.00			
Program Assistant (Housing)		\$13.00			
Program Coordinator (Housing)		\$15.00			
Engineering Intern		\$15.00			
Local Historian		\$20.00			
Consultant					
(Negotiated rate - special approval required)		varies			
Not Classified					
(Negotiated rate - special approval required)		varies			