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HUMAN RESOURCES

To: Gregg Mandsager, City Administrator
From: Stephanie Romagnoli, Human Resources Manager
Cc: Nancy Lueck, Finance Director
Date: April 2, 2013
Re: Resolution for Non-Union Pay Plan

Included with this memo is a resolution to adopt changes to the non-union pay plan for the 2013/2014 fiscal year.

This pay plan includes a request for the elimination of the Security Guard and Senior Health and Housing Inspector.

The pay plan has been adjusted to reflect the 2.9% increase budgeted by the City Council.

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

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE OFFICIAL PAY PLAN FOR NON-UNION EMPLOYEES OF
THE CITY OF MUSCATINE, IOWA EFFECTIVE
July 1, 2013.**

WHEREAS, the City Council of the City of Muscatine, Iowa adopts by resolution the official pay plan for non-union employees of the City, and;

WHEREAS, all revisions 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 revisions be approved and implemented as follows:

The non-union pay plan shall be revised to remove the following positions: Senior Health and Housing Inspector and Security Guard.

The non-union pay plan shall be amended to reflect a 2.9% salary increase to existing ranges and steps.

PASSED, APPROVED, AND ADOPTED this 4th day of April, 2013.

Mayor DeWayne Hopkins

ATTEST:

Gregg Mandsager, City Clerk

City of Muscatine
Non-Union Pay Plan
Fulltime Employees and Permanent Part-time Employees Working 20 or More Hours/Week
Annual/Bi-Weekly/Hourly Rates
Effective July 1, 2013

<u>Grade/Job Code</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Maximum</u>
<u>Grade 1 (A)</u>						
1011 Library Technician	28,882.62	30,134.52	31,441.02	32,804.20	34,225.88	39,568.88
1012 Office Assistant	1,110.87	1,159.02	1,209.27	1,261.70	1,316.38	1,521.88
1013 Art Center Aide (Min. 20 Hrs/Wk)	13.89	14.49	15.12	15.77	16.45	19.02
<u>Grade 2 (B)</u>						
1022 Art Center Registrar	33,322.90	34,767.72	36,274.68	37,846.90	39,487.76	45,652.88
1023 Community Services Officer	1,281.65	1,337.22	1,395.18	1,455.65	1,518.76	1,755.88
1024 Account Clerk	16.02	16.72	17.44	18.20	18.98	21.95
1025 Library Assistant						
1026 Office Coordinator						
1027 Housing Specialist						
<u>Grade 3 (C)</u>						
1031 Finance Secretary/Parking Coordinator	37,456.38	39,080.34	40,774.24	42,541.72	44,385.90	51,315.42
	1,440.63	1,503.09	1,568.24	1,636.22	1,707.15	1,973.67
1032 Senior Account Clerk	18.01	18.79	19.60	20.45	21.34	24.67
1034 Administrative Secretary						
1035 Education Coordinator (Art Center)						
1036 Housing Coordinator						
1037 Computer Technician						
<u>Grade 4 (D)</u>						
1041 Inspector II	43,283.76	45,160.18	47,117.98	49,160.54	51,291.50	59,298.72
1042 Librarian	1,664.76	1,736.93	1,812.23	1,890.79	1,972.75	2,280.72
1043 Program Supervisor (Parks)	20.81	21.71	22.65	23.63	24.66	28.51
1044 Planning/Community Development Coordinator						
1046 Assistant Housing Administrator						
<u>Grade 5 (E)</u>						
1501 Inspector III	48,329.58	50,424.66	52,610.74	54,891.20	57,270.72	66,212.38
1502 Accountant	1,858.83	1,939.41	2,023.49	2,111.20	2,202.72	2,546.63
1503 Health & Housing Coordinator	23.24	24.24	25.29	26.39	27.53	31.83
1504 Solid Waste Supervisor						
1505 Golf Course Supervisor						
1506 Parks Maintenance Supervisor						
1507 Athletic Facilities Manager						
1508 Housing Maint. Supervisor/Inspector						
1509 Senior Inspector						
1510 Sewer Maintenance Supervisor						
1511 Street Maintenance Supervisor						
1512 Lift Station/Plant Maint. Supervisor						
1513 Vehicle Maint. Supervisor						
1514 Building & Grounds Supervisor						
1515 Transit Supervisor						

<u>Grade/Job Code</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Maximum</u>
<u>Grade 6 (F)</u>						
1061 Police Sergeant	53,341.60	55,654.30	58,066.58	60,583.90	63,210.42	73,077.68
1062 Ambulance Billing Services	2,051.60	2,140.55	2,233.33	2,330.15	2,431.17	2,810.68
Manager	25.65	26.76	27.92	29.13	30.39	35.13
<u>Grade 7 (G)</u>						
1071 City Planner	58,253.52	60,778.90	63,413.74	66,162.72	69,030.78	79,807.00
1072 Fire Captain	2,240.52	2,337.65	2,438.99	2,544.72	2,655.03	3,069.50
1073 Environmental Coordinator	28.01	29.22	30.49	31.81	33.19	38.37
1074 Police Lieutenant						
1075 Golf Professional						
1076 Accounting Supervisor						
1077 Assistant Library Director						
Hourly Rate 56 hr/wk Fire Capt.	20.00	20.87	21.78	22.72	23.71	27.41
<u>Grade 8 (H)</u>						
1081 Battalion Chief (Fire)	61,337.64	63,996.40	66,770.86	69,665.18	72,685.34	84,032.26
1082 Police Captain	2,359.14	2,461.40	2,568.11	2,679.43	2,795.59	3,232.01
1083 Housing Administrator	29.49	30.77	32.10	33.49	34.94	40.40
1084 IT Manager						
1085 Assistant Director - Water						
Polution Control						
Hourly Rate 56 hr/wk						
Battalion Chief (Fire)	21.06	21.98	22.93	23.92	24.96	28.86
<u>Grade 9 (I)</u>						
1091 Human Resources Manager	64,579.58	67,379.52	70,300.10	73,347.82	76,527.36	88,474.62
1092 Assistant Police Chief	2,483.83	2,591.52	2,703.85	2,821.07	2,943.36	3,402.87
1093 Chemist/Laboratory Supervisor	31.05	32.39	33.80	35.26	36.79	42.54
1094 Plant Maint. Manager						
1095 Solid Waste Manager						
1096 Director - Art Center						
1097 Assistant Fire Chief						
<u>Grade 10 (J)</u>						
1101 Library Director	72,811.70	75,968.36	79,261.78	82,697.42	86,282.56	99,752.90
1102 City Engineer	2,800.45	2,921.86	3,048.53	3,180.67	3,318.56	3,836.65
1103 Director - Parks and Recreation	35.01	36.52	38.11	39.76	41.48	47.96
1104 Director - Water Pollution						
Control						
<u>Grade 11 (K)</u>						
1111 Fire Chief	78,451.62	81,852.16	85,400.90	89,102.78	92,965.34	107,477.50
1112 Community Development	3,017.37	3,148.16	3,284.65	3,427.03	3,575.59	4,133.75
Director	37.72	39.35	41.06	42.84	44.69	51.67
1113 Police Chief						
1114 Finance Director						
1115 Director - Public Works						