

**RESOLUTION NO. 10-2024**

**A RESOLUTION APPROVING THE ADDITION OF POSITIONS TO THE CITY'S SALARY SCHEDULE**

**WHEREAS**, Section 12 of the City Charter states that the compensation for the services of each city officer and employee shall be whatever amount the council fixes; and

**WHEREAS**, the City Council each year adopts a budget with a list of specific roles and their respective pay scale; and

**WHEREAS**, the Budget Committee has supported the draft FY 24-25 budget. Within the budget there are a few different positions that were added. Some of these positions are promotions and two positions are additions; and

**WHEREAS**, the city staff has reevaluated the staffing needs for the Airport and the Police Departments. With respect to the Airport, the city will be taking over the services of the FBO, so an Airport Technician is needed. Secondly, the Police Department needs a records assistant. Both positions were discussed with the budget committee; and

**WHEREAS**, with respect to promotions, the recognizes the desire to provide opportunities for employee growth, that meets the needs of the organization. The two positions are a Senior Planner and a City Recorder/Communications Specialist. Both positions are not currently on the city of approved positions; and

**WHEREAS**, the added positions and the promotions are listed within the attached position listing with the council approved salary scale. Each position's salary has been validated by the Human Resources Director; and

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Common Council of the City of Madras as follows:

**SECTION 1:** The City Council approves the non-exempt position of Police Records Specialist on the city's salary schedule and sets the compensation at grade 15.

**SECTION 2:** The City Council approves the exempt position of Senior Planner on the city's salary schedule and sets the compensation at grade 25.


**SECTION 3:** The City Council approves the non-exempt position of Airport Technician on the city's salary schedule and sets the compensation at grade 16.

**SECTION 4:** The City Council approves the exempt position of City Recorder/Communications Specialists on the city's salary schedule and sets the compensation at grade 24.

**SECTION 5:** This resolution shall become effective on May 28, 2024.

**APPROVED** by the Common Council of the City of Madras and signed by the Mayor this 28<sup>th</sup> day of May 2024.

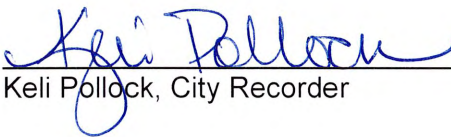
Ayes: 6  
Nays: 0  
Abstentions: 0  
Absent: 0  
Vacancies: 0



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Mike Lepin, Mayor

ATTEST:



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Keli Pollock, City Recorder

Department	Current Positions	Wage Ranges		
		Budget FY 2022-2023	Budget FY 2023-2024	Budget FY 2024-2025
<i>Finance</i>	Accounting Analyst	\$63,465 - \$87,082	\$67,590 - \$92,742	\$69,753 - \$95,710
	Accounting Technician	\$50,253 - \$68,953	\$53,520 - \$73,435	\$55,232 - \$75,785
	Customer Accounting Clerk	\$46,300 - \$63,529	\$49,309 - \$67,658	\$50,887 - \$69,823
	Finance Director	\$98,567 - \$135,246	\$104,974 - \$144,037	\$108,333 - \$148,646
<i>Public Works</i>	Airport Admin/Coordinator			\$65,486 - \$89,854
	Airport Technician			\$50,887 - \$69,823
	Airport Manager		\$94,090 - \$129,102	
	Facilities Maint./Mechanic	\$46,300 - \$63,529	\$49,309 - \$67,658	\$50,887 - \$69,823
	Golf Course Groundskeeper II			\$48,874 - \$67,060
	Golf Course Pro Shop Assoc.	\$41,093 - \$56,384	\$43,764 - \$60,049	
	Golf Course Supervisor	\$59,582 - \$81,754	\$63,455 - \$87,068	\$65,486 - \$89,854
	Maintenance Specialist	\$46,300 - \$63,529	\$49,309 - \$67,658	\$50,887 - \$69,823
	Operations Manager	\$67,069 - \$92,026	\$71,428 - \$98,008	\$73,714 - \$101,144
	Parks and Open Space Specialist	\$46,300 - \$63,529	\$49,309 - \$67,658	\$50,887 - \$69,823
	Public Works Director	\$98,567 - \$135,246	\$104,974 - \$144,037	\$108,333 - \$148,646
	Public Works Office Coordinator	\$48,228 - \$66,175		
	Public Works Manager		\$63,455 - \$87,068	\$65,486 - \$89,854
	Street Utility & Building Maint. Specialist	\$46,300 - \$63,529	\$49,309 - \$67,658	\$50,887 - \$69,823
	Utilities Supervisor	\$63,465 - \$87,082	\$67,590 - \$92,742	\$69,753 - \$95,710
	WW Operator I	\$48,228 - \$66,175	\$51,363 - \$70,476	\$53,007 - \$72,732
WW Operator II	\$54,665 - \$75,006	\$58,218 - \$79,882	\$60,081 - \$82,438	
WW Operator III	\$63,465 - \$87,082	\$67,590 - \$92,742	\$69,753 - \$95,710	
<i>Community Development</i>	Community Development Director	\$98,567 - \$135,246	\$104,974 - \$144,037	\$108,333 - \$148,646
	Associate Planner	\$67,069 - \$92,026	\$71,428 - \$98,008	\$73,714 - \$101,144
	Senior Planner			\$77,913 - \$106,906
<i>Police Department</i>	Chief of Police	\$104,096 - \$142,833	\$110,863 - \$152,117	\$114,410 - \$156,984
	Office Assistant			\$49,742 - \$70,712
	Office Manager	\$57,135 - \$74,064	\$60,880 - \$86,546	\$62,819 - \$89,302
	Police Officer	\$58,108 - \$74,866	\$61,908 - \$88,007	\$63,889 - \$90,823
	Police Sergeant	\$74,161 - \$94,835	\$83,885 - \$119,249	\$81,539 - \$115,914
	Records Specialist			\$49,742 - \$70,712
<i>Administration</i>	City Administrator	\$136,744 - \$187,629	\$145,632 - \$199,825	\$134,792 - \$184,951
	City Recorder	\$59,582 - \$81,754	\$63,455 - \$87,068	\$65,486 - \$89,854
	City Recorder/Communications Specialist			\$73,714 - \$101,144
	HR Director	\$88,347 - \$121,223	\$94,090 - \$129,102	\$97,100 - \$133,233
New Position - Not in Budget				
Existing Position - In Budget				
New Position - In Budget				