




# City of Bandon


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*Bandon by the Sea*

## AGENDA REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Torrey Contreras, City Manager 

**INITIATED BY:** Paula Burris, Finance Director 

**DATE:** June 3, 2024

**SUBJECT:** **Item Number 5.1: RESOLUTION NO. 24-08 OF THE BANDON CITY COUNCIL ADOPTING THE EMPLOYEE SALARY SCHEDULE FOR FISCAL YEAR 2024-25**

### BACKGROUND:

The City Council reviews and adopts an employee salary schedule each fiscal year.

### ANALYSIS OF THE ISSUES:

The City's municipal budget was prepared with salary estimates as outlined in Resolution No. 24-08. Currently, the City is in negotiations with Teamsters Local 206 (Public Works) and the International Brotherhood of Electric Workers (Clerical and Library) as both collective bargaining agreements expire June 30, 2024. Once agreements are reached, if the actual rates differ, an updated salary schedule will be presented for consideration with the Collective Bargaining Agreement(s).

### FISCAL IMPACT:

Salaries are included in the Fiscal Year 2024-25 City Budget.

### RECOMMENDATION:

The following is recommended to the City Council:

1. Review and discuss the information provided;
2. Adopt Resolution No. 24-08, which is captioned as follows:

**RESOLUTION NO. 24-08 OF THE BANDON CITY COUNCIL ADOPTING THE EMPLOYEE SALARY SCHEDULE FOR FISCAL YEAR 2024-25**

Attachments: Resolution No. 24-08

**RESOLUTION NO. 24-08**

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL  
ADOPTING THE EMPLOYEE SALARY SCHEDULE  
FOR FISCAL YEAR 2024-25**

WHEREAS, adjustments to employee salaries and wages for each job classification have been made based on individual negotiations, collective bargaining agreements; and past City practices; and

WHEREAS, it is desirable to have the wages and salaries for all City job classifications contained in a single salary schedule.

NOW, THEREFORE, BE IT RESOLVED that the City of Bandon Fiscal Year (FY) 2024-25 Employee Salary Schedule, which is attached hereto and made a part hereof by reference, is hereby adopted for FY 2024-25, and is effective July 1, 2024.

ADOPTED by the City Council this 3rd day of June, 2024.

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Mary Schamehorn, Mayor

Attest:

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June Hinojosa, City Recorder

City of Bandon Salary Schedule  
FY 2024-25

<b>Administration</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	
Assistant to City Manager	23.83	25.05	26.28	27.49	28.75	29.98	30.88	31.81	32.76	33.75		
Administrative Assistant	20.68	21.88	23.06	24.26	25.44	26.64	27.83	28.66	29.53	30.41	31.33	
City Recorder	21.24	22.48	23.69	24.92	26.13	27.36	28.59	29.44	30.33	31.24	32.18	
<b>Finance</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
Finance Director	43.63	44.94	46.28	47.68	49.10	50.58	52.09	53.66	55.27	56.91	58.63	60.40
Lead	75/mo											
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9 (10YRS)</b>	<b>10 (15YRS)</b>	<b>11 (20YRS)</b>	<b>12 (25YRS)</b>
Admin Svcs Mgr	39.29	40.28	41.28	42.32	43.38	44.46	45.58	46.71	47.88	49.08	50.31	51.56
Assist Admin Svcs Mgr	23.83	25.05	26.28	27.49	28.75	29.98	30.88	31.81	32.76	33.75		
Account Clerk I	14.66	15.24	15.83	16.41	17.02	17.59	18.17	18.71	19.28	19.86	20.44	
Account Clerk II	19.10	19.94	20.78	21.62	22.47	23.31	24.17	24.90	25.64	26.41	27.20	
Account Clerk III	20.98	22.20	23.39	24.61	25.82	27.03	28.23	29.08	29.95	30.85	31.79	
Assistant Finance Dir	29.12	30.13	31.34	32.08	33.08	34.08	35.07	36.89	38.00	39.15	40.32	
<b>Planning</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
Planning Director	39.29	40.28	41.28	42.32	43.38	44.46	45.58	46.71	47.88	49.08	50.31	51.56
Planning Manager	34.45	35.93	37.01	38.13	39.26	40.44	41.65	42.91	44.19			
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7 (10YRS)</b>	<b>8 (15YRS)</b>	<b>9 (20YRS)</b>			
City Planner I	25.38	26.62	27.85	29.12	30.37	31.28	32.22	33.18	34.18			
City Planner II	30.46	31.94	33.41	34.94	36.45	37.54	38.68	39.83	41.03			
Planning Assistant	18.26	19.53	20.78	22.03	23.34	24.03	24.74	25.49	26.26			
Code Enforcement Officer	18.75											
<b>Library</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8 (10YRS)</b>	<b>9 (15YRS)</b>	<b>10 (20YRS)</b>	<b>11 (25YRS)</b>	<b>12</b>
Library Director	28.26	29.35	30.44	31.53	32.63	33.72	34.73	35.78	36.85	37.95	39.09	40.27
Assist Library Director	22.57	23.65	24.72	25.77	26.86	28.21	29.06	29.92	30.82	31.75		
Program Specialist	18.51	18.99	19.44	19.89	20.36	21.36	22.00	22.67	23.35	24.04		
Library Assistant	15.72	16.39	17.02	17.68	18.32	19.25	19.82	20.41	21.01	21.65		

City of Bandon Salary Schedule  
FY 2024-25

<b>Police</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
Chief	44.72	45.97	47.30	48.57	49.57	50.60	51.86	53.16	54.49	55.85	57.25	58.68
Sergeant	34.96	36.33	37.66	38.86	39.90	40.93	41.95	43.00	44.08	45.18	46.31	47.47
Patrol Officer	27.35	28.89	30.56	32.14	33.75	35.40	37.13					
Administrative Services Officer	27.35	28.89	30.56	32.14	33.75	35.40	37.13					
Administration Assistant	19.68	20.88	22.09	23.28	24.50	25.70	26.90	28.08	28.92	29.79	30.68	31.60
<b>Public Works/Electric</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9 (10YRS)</b>	<b>10 (15YRS)</b>	<b>11 (20YRS)</b>	
PW/E Office Mgr	20.98	22.20	23.39	24.61	25.82	27.03	28.23	29.08	29.95	30.86	31.78	
<b>Public Works</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	
Pub Works Sup	33.09	34.10	35.13	36.15	37.16	38.22	39.22	40.27	41.47	42.72	46.10	
Chief Water/WW Operator	33.09	34.10	35.13	36.15	37.16	38.22	39.22	40.27	41.47	42.72	46.10	
Chief WW Plant Operator	31.40	32.37	33.34	34.32	35.27	36.27	37.23	38.22	39.37	40.54	41.77	
Chief Water Plant Operator	31.40	32.37	33.34	34.32	35.27	36.27	37.23	38.22	39.37	40.54	41.77	
Utility Worker	21.61	22.84	24.11	25.30	26.53	27.73	28.98	30.20	31.11	32.04	33.00	
<b>Electric</b>	<b>PER HR</b>											
Electric Supervisor	63.52											
Lead Lineman	60.80											
Journeyman/Lineman	58.64											
Apprentice Lineman												
1st 6 mos	45.98											
2nd 6 mos	47.33											
3rd 6 mos	48.91											
4th 6 mos	49.50											
5th 6 mos	52.72											
6th 6 mos	54.72											
Utility Worker	Garage Mechanic											
Step 1	23.82	Step 1		36.26								
Step 2	26.49	Step 2		37.75								
Step 3	29.11	Step 3		39.26								
Step 4	31.75	Step 4		40.83								
Step 5	34.39	Step 5		42.26								
Step 6	37.04	Step 6		43.97								