

RESOLUTION NO. 17-2023

A RESOLUTION ADDING AN APPROVED POSITION 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 adopted Resolution No. 11-2023 a resolution adopting the 2023-2024 budget, making appropriations, imposing the tax, and categorizing the tax in accordance with ORS 294.456 and said budget document contains the names of the positions and the salaries for each position approved within the budget for the fiscal year 2023-24; and

WHEREAS, the Interim City Administrator and former Public Works Director have recommended the development of a new position in recognition of the increasingly complex administrative duties performed by the Public Works Office Coordinator who regularly serves as a primary manager in support of the Public Works Director regularly; and

WHEREAS, an audit of the employee's job duties and review of the job description presented as Public Works Manager best fits the nature and duties of which the employee is currently performing; and

WHEREAS, the employee within this position has been performing these duties out of class since the departure of the Public Works Director and should be paid retroactively for the one month leading up to this resolution being passed; and

WHEREAS, the Public Works Manager will replace the Public Works Office Coordinator's position on the organizational chart; and

WHEREAS, the position is non-supervisory, it will remain non-exempt, the current grade and range for the Public Works Manager will appropriately place the employee at a grade 22, step 5.

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

SECTION 1: The City Council recognizes the position of Public Works Manager on the City's salary schedule adopted within the 2023-24 fiscal year budget.

SECTION 2: The salary range for the Public Works Manager shall be set at grade 22 effective June 25th, 2023.

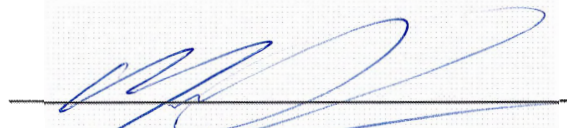
SECTION 3: The employee serving as the Public Works Manager will be paid retroactively in the pay grade 22, step 5 effective 6/25/2023.

SECTION 4: The Public Works Manager shall be eligible for additional out of class pay effective 6/25/2023.

SECTION 5: This resolution shall become effective on 07/25/2023.

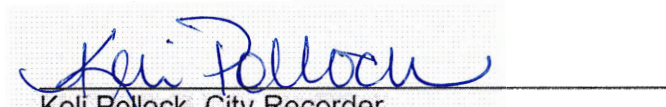
APPROVED by the Common Council of the City of Madras and signed by the Mayor this 25th
day of Mayor, 2023.

Ayes: 4
Nays: 0
Abstentions: 0
Absent: 2
Vacancies: 0



Mike Lepin, Mayor

ATTEST:



Keli Pollock, City Recorder

Appendix A

Current Positions	Wage Range		
	Budget FY 2021-22	Budget FY 2022-23	Budget FY 2023-24
Accounting Analyst	\$56,867 - \$77,949	\$63,465 - \$87,082	\$67,590 - \$92,742
Accounting Technician	\$44,809 - \$62,088	\$50,253 - \$68,953	\$53,520 - \$73,435
Airport Manager	na	tbd	\$94,090 - \$129,102
Associate Planner	\$59,464 - \$82,394	\$67,069 - \$92,026	\$71,428 - \$98,008
Chief of Police	\$92,432 - \$128,074	\$104,096 - \$142,833	\$110,863 - \$152,117
City Administrator	\$132,761 - \$182,164	\$136,744 - \$187,629	\$145,632 - \$199,825
City Recorder	\$53,122 - \$73,607	\$59,582 - \$81,754	\$63,455 - \$87,068
Community Development Director	\$87,509 - \$121,253	\$98,567 - \$135,246	\$104,974 - \$144,037
Customer Accounting Clerk	\$41,287 - \$57,207	\$46,300 - \$63,529	\$49,309 - \$67,658
Facilities Maint./Mechanic	\$41,287 - \$57,207	\$46,300 - \$63,529	\$49,309 - \$67,658
Finance Director	\$87,509 - \$121,253	\$98,567 - \$135,246	\$104,974 - \$144,037
Golf Course Pro Shop Assoc.	\$36,647 - \$50,778	\$41,093 - \$56,384	\$43,764 - \$60,049
Golf Course Supervisor	\$53,122 - \$73,607	\$59,582 - \$81,754	\$63,455 - \$87,068
HR and Administrative Director	\$78,410 - \$108,645	\$88,347 - \$121,223	\$94,090 - \$129,102
Maintenance Specialist	\$33,940 - \$47,028	\$46,300 - \$63,529	\$49,309 - \$67,658
Office Manager - PD	\$52,870 - \$68,535	\$57,135 - \$74,064	\$60,880 - \$86,546
Operations Manager	\$59,464 - \$82,394	\$67,069 - \$92,026	\$71,428 - \$98,008
Parks and Open Space Specialist	\$41,287 - \$57,207	\$46,300 - \$63,529	\$49,309 - \$67,658
Police Officer	\$53,770 - \$69,278	\$58,108 - \$74,866	\$61,908 - \$88,007
Police Sergeant	\$68,625 - \$87,757	\$74,161 - \$94,835	\$83,885 - \$119,249
Public Works Director	\$87,509 - \$121,253	\$98,567 - \$135,246	\$104,974 - \$144,037
Public Works Office Coordinator	\$43,005 - \$59,588	\$48,228 - \$66,175	n/a
Public Works Manager	n/a	n/a	\$63,455 - \$87,068
Street Utility & Building Maint. Specialist	\$41,287 - \$57,207	\$46,300 - \$63,529	\$49,309 - \$67,658
Utilities Supervisor	\$56,256 - \$77,949	\$63,465 - \$87,082	\$67,590 - \$92,742
WW Operator I	\$43,005 - \$59,588	\$48,228 - \$66,175	\$51,363 - \$70,476
WW Operator II	\$48,740 - \$67,535	\$54,665 - \$75,006	\$58,218 - \$79,882
WW Operator III	\$56,256 - \$77,949	\$63,465 - \$87,082	\$67,590 - \$92,742