

COUNCIL ACTION FORM

SUBJECT: **APPROVAL OF 2016-17 PAY PLAN**

BACKGROUND:

Each year the City Council approves a Pay Plan that specifies pay ranges and steps for the City's work force. The attached 2016-2017 Pay Plan reflects negotiated wage settlements with the five bargaining units shown below, as well as a 2.75% scale increase for merit employee job classifications. Actual salary increases for merit employees are performance based and are established by two factors – each individual's performance rating, and positioning within the salary ranges for each grade. Each merit job grade has a minimum, midpoint and maximum within the pay plan. These are shown on both an annual and hourly basis. Funding for the various salaries was previously approved by Council in the 2016/17 Adopted Budget.

Based upon this last year's negotiations and arbitration rulings, the bargaining units' respective across-the-board settlements are 2.75% for IUOE-Blue Collar (E Pay Plan), 3% for IBEW-Electric Distribution (H Pay Plan), 2.62% for IUOE-Electric Production (I Pay Plan), 2.75% for IAFF-Fire (G Pay Plan), and 2.75% for PPME-Police (F Pay Plan). Unclassified job categories are adjusted proportionally with merit or union employees or the relevant labor market. The statutory minimum wage is included as the scale minimum for temporary Unclassified Laborers and Office Workers.

Also included in the Pay Plan is an alphabetical listing of every approved classification in the City of Ames. This listing includes the unique code for each position, the EEO (Equal Employment Opportunity) code, the FLSA (Fair Labor Standards Act) exemption code, and the pay grade. Pay grades for merit employees range from grade 51 to 96.

ALTERNATIVES:

1. Approve the attached 2016-2017 Pay Plan.
2. Do not approve the 2016-2017 Pay Plan.

MANAGER'S RECOMMENDED ACTION:

The Pay Plan document formally establishes pay ranges and steps for all City positions.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2016-2017 Pay Plan.

ALPHABETICAL LISTING

<u>CODE</u>	<u>HTE</u>	<u>EEO</u>	<u>FLSA</u>	<u>CLASSIFICATION</u>	<u>PAY GRADE</u>	<u>PAGE</u>
0133	----	6	NE	Account Clerk	56	2
0307	----	2	NE	Accountant	59	2
0124	----	1	E	Administrative Services Coordinator	60	2
2310	----	8	NE	Animal Control Attendant	Temporary	1
2308	400	6	NE	Animal Control Clerk	Union-F	7
2311	412	8	NE	Animal Control Officer	Union-F	7
2311	----	8	NE	Animal Control Officer	Temporary	1
2312	----	3	E	Animal Control Supervisor	61	2
4230	632	7	NE	Appr. Electric Meter Repair Worker	Union-H	9
4217	630	8	NE	Appr. Substation Electrician	Union-H	9
4214	628	7	NE	Apprentice Electric Lineworker	Union-H	9
1227	----	2	E	Assistant Building Official	60	2
0411	----	2	E	Assistant City Attorney	61	2
0612	----	1	E	Assistant City Manager	65	3
4331	----	1	E	Assistant Director Electric Services	94	2
5311	----	1	E	Assistant Director of Water and PC	63	2
313	----	1	E	Assistant Director of Finance	62	2
4222	----	2	E	Assistant Electric Distribution Supt.	90	2
0612	----	1	E	Assistant City Manager	65	3
1214	----	2	E	Assistant Planner	58	2
0611	----	1	E	Assistant to the City Manager	64	3
1317	----	1	E	Assistant Transit Director-Fleet & Facilities	62	2
1321	----	1	E	Assistant Transit Director-Operations	62	2
1314	----	5	E	Assistant Transit Operations Supervisor	60	2
3206	----	2	E	Auditorium/Bandshell Manager	59	2
0308	----	2	E	Budget Officer	61	2
6121	350	7	NE	Building Maintenance Specialist	Union-E	4
1224	----	1	E	Building Official	62	2
1226	315	1	NE	Building and Zoning Inspector	Union-E	4
0608	----	3	E	Cable Television Coordinator	57	2
0132	----	6	NE	Cashier	56	2
2223	----	1	E	Chief of Police	65	3
1124	----	3	NE	Civil Design Technician	59	2
1120	----	2	E	Civil Engineer I	60	2
1121	----	2	E	Civil Engineer II	62	2
0218	----	2	E	Client Support Coordinator	60	2
0215	----	5	NE	Client Support Specialist	57	2
1116	999	8	NE	Co-op	Temporary	1
4111	702	8	NE	Coal Handler	Union-I	10
1228	313	1	NE	Community Codes Liaison	Union-E	4
2209	----	4	NE	Community Safety Officer	Temporary	1
2206	----	4	NE	Community Safety Officer Coordinator	Temporary	1
5133	----	3	NE	Cross Connection Control Coordinator	59	2
6163	366	8	NE	Custodian	Union-E	5
6163	722	8	NE	Custodian	Union-I	11
2118	----	1	E	Deputy Fire Chief, Operations	63	2
2117	----	1	E	Deputy Fire Chief, Support Services	63	2
4332	----	1	E	Director of Electric Services	96	3
0314	----	1	E	Director of Finance	65	3

0174	----	1	E	Director of Fleet Services	65	3
0514	----	1	E	Director of Human Resources	65	3
3215	----	1	E	Director of Parks and Recreation	65	3
1232	----	1	E	Director of Planning and Housing	65	3
6232	----	1	E	Director of Public Works	65	3
1315	----	1	E	Director of Transit	65	3
5312	----	1	E	Director of Water and WPC	65	3
4224	----	1	E	Electric Distribution Manager	91	2
4310	----	5	NE	Electric GIS Specialist	59	2
4221	618	7	NE	Electric Line Foreman	Union-H	9
4215	614	7	NE	Electric Lineworker	Union-H	9
4231	620	7	NE	Electric Meter & Relay Technician	Union-H	9
4213	612	7	NE	Electric Service Worker	Union-H	9
4130	----	2	E	Electric Services Maintenance Supt	90	2
4129	----	2	E	Electric Services Operations Supt	90	2
4318	----	2	E	Electrical Engineer	90	2
4322	----	2	E	Electrical Engineering Manager	92	2
4311	622	5	NE	Electrical Engineering Assistant	Union-H	9
4312	624	3	NE	Electrical Engineering Technician	Union-H	9
1223	312	1	NE	Electrical Inspector	Union-E	4
6123	720	7	NE	Electrician	Union-I	11
2200	----	6	E	Emergency Communications Supervisor	60	2
4316	----	2	E	Energy Services Coordinator	60	2
1110	304	5	NE	Engineering Technician I	Union-E	4
1111	306	3	NE	Engineering Technician II	Union-E	4
5305	----	2	E	Environmental Engineer I	60	2
5306	----	2	E	Environmental Engineer II	61	2
4117	709	3	NE	Environmental Instrument & Control Tech	Union-I	10
5309	----	2	E	Environmental Specialist	60	2
2116	----	1	E	Fire Chief	65	3
2114	508	1	NE	Fire Inspector	Union-G	8
2112	506	2	NE	Fire Lieutenant	Union-G	8
2111	504	4	NE	Firefighter	Union-G	8
2119	----	2	E	Fire Training Officer	61	2
6140	----	1	E	Fleet Support Manager	61	2
1326	370	7	NE	Fleet Technician	Union-E	5
1125	----	2	E	GIS Coordinator	61	2
1115	----	3	NE	GIS Specialist	59	2
6221	----	7	NE	Grounds Foreman	58	2
6222	----	3	E	Grounds Supervisor	60	2
4211	608	8	NE	Groundswoker	Union-H	9
0509	----	2	E	Health Promotion Coordinator	60	2
6153	356	7	NE	Heavy Equipment Operator	Union-E	4
0212	----	6	NE	Help Desk Specialist	56	2
1216	----	2	E	Housing Coordinator	61	2
1225	314	1	NE	Housing Inspector	Union-E	4
0513	----	2	E	Human Resources Officer	61	2
0511	----	5	E	Human Resources Analyst	58	2
0222	----	1	E	Information Technology Manager	62	2
4118	709	3	NE	Instrument and Control Technician	Union-I	10
0312	----	2	E	Investment Officer	60	2
0213	----	5	NE	IT Operations Technician	57	2
0225	----	3	NE	IT Specialist - Public Safety	58	2
6111	362	8	NE	Laborer	Union-E	5

1318	320	8	NE	Laneworker	Union-E	4
4110	700	8	NE	Lead Coal Handler	Union-I	10
1328	371	7	NE	Lead Fleet Technician	Union-E	4
1307	321	8	NE	Lead Lane Worker	Union-E	4
1324	327	7	NE	Lead Mechanic (CyRide)	Union-E	4
2207	403	6	NE	Lead Police Records Clerk	Union-F	7
2229	----	6	NE	Lead Property-Evidence Technician	57	2
2229	----	6	NE	Lead Property-Evidence Technician	Temporary	1
0118	----	6	NE	Legal Secretary	57	2
0120	----	5	E	Legal Services Administrative Assistant	59	2
0119	----	6	NE	Legal Technician	57	2
3121	----	2	E	Librarian	58	2
3117	----	5	NE	Library Administrative Assistant	58	2
3108	----	1	E	Library Adult Services Manager	61	2
3113	----	5	NE	Library Assistant	57	2
3110	----	8	NE	Library Building Maintenance Supervisor	57	2
3106	----	6	NE	Library Clerk - Adult/Youth Services	53	2
3109	----	6	NE	Library Clerk - Customer Account Services	53	2
3111	----	6	NE	Library Clerk - Resource Services	53	2
3107	----	6	NE	Library Client Support Technician	57	2
3114	----	2	E	Library Community Relations Specialist	58	2
3129	----	2	E	Library Customer Account Services Manager	61	2
3123	----	1	E	Library Director	65	3
3120	----	2	E	Library IT Systems Administrator	60	2
3131	----	2	E	Library Operations Services Manager	61	2
3126	----	2	E	Library Reference Specialist	59	2
3105	----	2	E	Library Resource Services Manager	61	2
3132	----	5	E	Library Resource Services Technician	57	2
3130	----	2	E	Library Volunteer Coordinator	59	2
3128	----	2	E	Library Youth Services Manager	61	2
0166	----	6	NE	Mail Clerk	55	2
6112	344	8	NE	Maintenance Worker	Union-E	6
0614	----	2	E	Management Analyst	58	2
4315	----	3	E	Manager of Energy Market Operations	90	2
1323	325	7	NE	Mechanic (CyRide)	Union-E	4
1322	322	8	NE	Mechanic Assistant	Union-E	4
1322	323	8	NE	Mechanic Assistant (CyRide)	Union-E	4
2230	----	4	NE	Mental Health Advocate	59	2
0141	300	6	NE	Meter Reader	Union-E	4
1122	----	1	E	Municipal Engineer	63	2
0216	----	3	NE	Network Technician	57	2
9405	999	6	NE	Office Worker	Temporary	1
0131	402	6	NE	Parking Meter Attendant	Union-F	7
6114	348	8	NE	Parks Maintenance Specialist	Union-E	4
3213	----	1	E	Parks and Facilities Superintendent	62	2
3210	----	5	E	Parks and Facilities Supervisor	59	2
0134	----	6	NE	Payroll Clerk	57	2
1212	----	2	E	Planner	60	2
1230	----	5	E	Plans Examiner	59	2
5411	342	7	NE	Plant Maintenance Operator	Union-E	4
5111	329	7	NE	Plant Maintenance Specialist	Union-E	4
1222	310	1	NE	Plumbing Inspector	Union-E	4
2224	----	1	E	Police Commander	63	2
2222	----	2	E	Police Lieutenant	62	2

2212	408	4	NE	Police Officer	Union-F	7
2208	404	6	NE	Police Records Clerk	Union-F	7
2205	----	6	E	Police Records Supervisor	59	2
2221	----	3	E	Police Sergeant	61	2
2225	----	2	E	Police Support Services Manager	63	2
4112	704	7	NE	Power Plant Auxiliary Operator	Union-I	10
4323	----	2	E	Power Plant Engineer	90	2
4113	706	7	NE	Power Plant Fireworker	Union-I	10
4122	714	7	NE	Power Plant Maintenance Foreman	Union-I	11
4125	718	7	NE	Power Plant Maintenance Mechanic	Union-I	11
4124	716	8	NE	Power Plant Maintenance Worker	Union-I	11
4132	----	1	E	Power Plant Manager	92	2
4114	708	7	NE	Power Plant Operator	Union-I	10
0113	----	6	NE	Principal Clerk	56	2
0163	----	7	NE	Printing Services Technician	56	2
5412	343	8	NE	Process Maintenance Worker	Union-E	6
0175	----	5	NE	Procurement Specialist I	57	2
0172	----	5	NE	Procurement Specialist II	59	2
2228	----	6	NE	Property/Evidence Technician	56	2
2228	----	6	NE	Property/Evidence Technician	Temporary	1
0713	----	2	E	Public Relations Officer	61	2
2202	406	6	NE	Public Safety Dispatcher	Union-F	7
2201	416	6	NE	Public Safety Lead Dispatcher	Union-F	7
2204	----	6	NE	Public Safety Quality Assurance Coordinator	Temporary	1
0714	----	6	E	Public Works Management Analyst	58	2
6230	----	1	E	Public Works Operations Manager	62	2
6231	----	3	E	Public Works Operations Supervisor	61	2
0169	----	6	NE	Purchasing Clerk	56	2
0173	----	2	E	Purchasing Manager	62	2
0711	602	6	NE	Records and Materials Specialist	Union-H	9
9500	----	6	E	Records Manager/City Clerk	61	2
3201	----	5	E	Recreation Coordinator	57	2
3202	----	5	E	Recreation Coord - Aquatics & Activities	57	2
3214	----	1	E	Recreation Superintendent	62	2
5222	----	2	E	Resource Recovery Asst. Superintendent	61	2
6154	372	7	NE	Resource Recovery Equipment Operator	Union-E	4
5220	339	7	NE	Resource Recovery Lead Operator	Union-E	4
5221	340	7	NE	Resource Recovery Maint. Operator	Union-E	4
6119	724	8	NE	Resource Recovery Maint. Tech. I	Union-E	6
6120	726	8	NE	Resource Recovery Maint. Tech. II	Union-E	6
5223	----	1	E	Resource Recovery Superintendent	62	2
0610	----	1	E	Risk Manager	61	2
3200	----	8	NE	Seasonal Parks and Recreation	Temporary	
0121	----	6	NE	Secretary I	57	2
0122	----	6	NE	Secretary II	58	2
0112	----	6	NE	Senior Clerk	55	2
1112	----	3	NE	Senior Engineering Technician	59	2
6152	354	7	NE	Senior Heavy Equipment Operator	Union-E	4
6113	346	8	NE	Senior Maintenance Worker	Union-E	4
0142	302	6	NE	Senior Meter Reader	Union-E	4
1319	364	8	NE	Service Worker	Union-E	5
2113	----	2	E	Shift Commander	62*	2
0171	600	6	NE	Storekeeper	Union-H	9
1123	----	2	E	Stormwater Specialist	59	2

6211	----	7	NE	Streets Maintenance Foreman	59	2
6213	----	3	E	Streets Operations Supervisor	61	2
4218	616	7	NE	Substation Electrician	Union-H	9
4209	604	8	NE	Substation Electrician Assistant	Union-H	9
6126	626	7	NE	Substation Foreman	Union-H	9
0221	----	2	E	Systems Analyst	60	2
9407	----	3	NE	Technical Assistant	Temporary	1
3116	----	6	NE	Technical Services Assistant	56	2
4232	----	3	E	Technical Services Supervisor	90	2
0224	----	2	E	Telecommunications/Network Specialist	60	2
9450	----	1	E	Temporary Manager	Temporary	1
1133	----	2	E	Traffic Engineer I	61	2
1136	----	2	E	Traffic Engineer II	62	2
1131	308	3	NE	Traffic Signal Technician	Union-E	5
1134	309	3	NE	Traffic Signal Tech Lead Worker	Union-E	5
1132	----	3	E	Traffic Supervisor	60	2
1137	----	7	NE	Traffic Technician	Union-E	5
1316	----	5	E	Transit Scheduler/Admin Analyst	60	2
1311	----	8	NE	Transit Driver (< 20 hrs/week)	Temporary	1
1311	316	8	NE	Transit Driver	Union-E	4
1310	----	5	E	Transit Maintenance Coordinator	60	2
1313	----	6	NE	Transit Operations Assistant	57	2
1312	----	2	E	Transit Operations Supervisor	61	2
1305	----	2	E	Transit Planner/EEO Officer	60	2
1320	----	5	E	Transit Trainer	59	2
1129	----	2	E	Transportation Planner	60	2
6151	352	8	NE	Truck Driver	Union-E	4
4212	610	8	NE	Truck Driver/Groundworker	Union-H	9
3216	----	5	E	Turf Maintenance Coordinator	58	2
9403	999	8	NE	Unclassified Laborer	Temporary	1
9404	999	8	NE	Unclassified Skilled Laborer	Temporary	1
4210	606	7	NE	Underground Electric Serviceworker	Union-H	9
0310	----	2	E	Utility Accounts Supervisor	61	2
0135	----	6	NE	Utility Accounts Technician	57	2
0136	----	6	NE	Utility Customer Services Clerk	56	2
4320	----	2	E	Utility Engineer	90	2
5121	----	7	NE	Utility Maintenance Foreman	59	2
5131	332	8	NE	Water Meter Technician	Union-E	4
5132	----	3	E	Water Meter Supervisor	60	2
5141	336	3	NE	Water & PC Laboratory Analyst	Union-E	4
5143	----	1	E	Water & PC Laboratory Supervisor	60	2
5140	334	3	NE	Water & PC Laboratory Technician	Union-E	4
6117	359	8	NE	Water & PC Maintenance Technician I	Union-E	6
6118	360	8	NE	Water & PC Maintenance Technician II	Union-E	6
5114	----	2	E	Water Plant Assistant Superintendent	60	2
5112	328	7	NE	Water Plant Operator	Union-E	4
5113	----	1	E	Water Plant Superintendent	62	2
5130	330	8	NE	Water Utility Locator	Union-E	4
5142	----		NE	Water/Wastewater Laboratory Aide	Temporary	1
3208	----	5	E	Wellness Program Manager	59	2
5215	----	2	E	WPC Plant Assistant Superintendent	60	2
5212	337	7	NE	WPC Plant Assistant Operator	Union-E	5
5213	338	7	NE	WPC Plant Operator	Union-E	4
5214	----	1	E	WPC Plant Superintendent	62	2