



AGENDA
Personnel Committee Meeting
Tuesday, October 20, 2020, 4:15 pm

Due to the State of California’s shelter in place orders our Advisory Board of Directors Meeting will be held remotely via Zoom Meetings
(The Zoom platform is ADA compliant).

Due to the current closure of the district office, meeting materials will be available online at MORPD.com.

The public may attend and make a public comment by visiting: [Zoom.us/signin](https://zoom.us/join)

Meeting ID: 869 6572 9420
Passcode: 592437

Dial by your location
1 669 900 9128 US (San Jose), ***(long distance rates may apply)***

Staff: Daniel Barton, Barry Ross, J.R. Hichborn and Debra Tierney

Members: Robert Evans and Pati Todd

****Denotes agenda items with attached information***

1. Review wage scales and discuss reorganization of Administrative Division *

This agenda was posted and available for public review at the District Office, 3344 Mission Avenue, Carmichael, CA 95608; at Mission Oaks Community Center, 4701 Gibbons Dr., Carmichael, CA 95608; and at Swanston Community Center, 2350 Northrop Way, Sacramento, CA 95825 at least 72 hours in advance of the Regular Meeting, in accordance with the Ralph M. Brown Act. The agenda is also available online at morpd.com. *Signed October 16, 2020, Debra Tierney, Clerk of the Board.*

STAFF REPORT



DATE: October 16, 2020

TO: MORPD Advisory Board of Directors

FROM: Daniel Barton, District Administrator

SUBJECT: Administration Division reorganization

BACKGROUND:

The primary reasons for the proposed reorganization was to increase efficiency and save money. The reduction in duties listed in the Finance Superintendent job description warranted the move from a Superintendent position to a Manager position, which resulted in a savings.

The Office Manager's increased scope and complexity of duties now warrant a change in position name and salary. The job description and salary scale are currently being reviewed by the Department of Personnel at Sacramento County. The wage scale attached shows the current wage scale for supervisors, managers and superintendents along with proposed changes for the Finance and Administrative Services Manager.

RECOMMENDATION:

That you review the salary scale for management and supervisors.

Full Time Salary Schedule

FY 2020-21

		Step 1	Step 2	Step 3	Step 4	Step 5
CURRENT-Rec Supervisors salary <i>6% more than Finance/Admin. Managers</i>	Annual	\$ 59,716.08	\$ 62,701.88	\$ 65,836.98	\$ 69,128.83	\$ 72,585.27
	Monthly	\$ 4,976.34	\$ 5,225.16	\$ 5,486.41	\$ 5,760.74	\$ 6,048.77
	Biweekly	\$ 2,296.77	\$ 2,411.61	\$ 2,532.19	\$ 2,658.80	\$ 2,791.74
	Hourly	\$ 28.71	\$ 30.15	\$ 31.652	\$ 33.24	\$ 34.90
CURRENT PROPOSED- Finance/Office Manager salary <i>Option #1</i>	Annual	\$ 56,307.27	\$ 59,122.64	\$ 62,078.77	\$ 65,182.71	\$ 68,441.84
	Monthly	\$ 4,692.27	\$ 4,926.89	\$ 5,173.23	\$ 5,431.89	\$ 5,703.49
	Biweekly	\$ 2,165.66	\$ 2,273.95	\$ 2,387.64	\$ 2,507.03	\$ 2,632.38
	Hourly	\$ 27.07	\$ 28.42	\$ 29.846	\$ 31.34	\$ 32.90
Finance/Administrative Services Manager salary <i>Option #2, 5% pay increase</i>	Annual	\$ 59,122.63	\$ 62,078.77	\$ 65,182.70	\$ 68,441.84	\$ 71,863.93
	Monthly	\$ 4,926.89	\$ 5,173.23	\$ 5,431.89	\$ 5,703.49	\$ 5,988.66
	Biweekly	\$ 2,273.95	\$ 2,387.64	\$ 2,507.03	\$ 2,632.38	\$ 2,764.00
	Hourly	\$ 28.42	\$ 29.85	\$ 31.338	\$ 32.90	\$ 34.55
Finance/Administrative Services Manager salary <i>Option #3, 7% pay increase</i>	Annual	\$ 60,248.78	\$ 63,261.22	\$ 66,424.28	\$ 69,745.49	\$ 73,232.77
	Monthly	\$ 5,020.73	\$ 5,271.77	\$ 5,535.36	\$ 5,812.12	\$ 6,102.73
	Biweekly	\$ 2,317.26	\$ 2,433.12	\$ 2,554.78	\$ 2,682.52	\$ 2,816.64
	Hourly	\$ 28.97	\$ 30.41	\$ 31.935	\$ 33.53	\$ 35.21
Finance/Administrative Services Manager salary <i>Option #4, 10% pay increase</i>	Annual	\$ 61,938.00	\$ 65,034.90	\$ 68,286.64	\$ 71,700.97	\$ 75,286.02
	Monthly	\$ 5,161.50	\$ 5,419.57	\$ 5,690.55	\$ 5,975.08	\$ 6,273.84
	Biweekly	\$ 2,382.23	\$ 2,501.34	\$ 2,626.41	\$ 2,757.73	\$ 2,895.62
	Hourly	\$ 29.78	\$ 31.27	\$ 32.830	\$ 34.47	\$ 36.20
Finance/Administrative Services Manager salary <i>Option #5, 15% pay increase</i>	Annual	\$ 64,753.36	\$ 67,991.03	\$ 71,390.58	\$ 74,960.11	\$ 78,708.11
	Monthly	\$ 5,396.11	\$ 5,665.92	\$ 5,949.21	\$ 6,246.68	\$ 6,559.01
	Biweekly	\$ 2,490.51	\$ 2,615.04	\$ 2,745.79	\$ 2,883.08	\$ 3,027.24
	Hourly	\$ 31.13	\$ 32.69	\$ 34.322	\$ 36.04	\$ 37.84
Finance/Rec/Parks Superintendent	Annual	\$ 71,691.13	\$ 75,275.68	\$ 79,039.47	\$ 82,991.44	\$ 87,141.01
	Monthly	\$ 5,974.26	\$ 6,272.97	\$ 6,586.62	\$ 6,915.95	\$ 7,261.75
	Biweekly	\$ 2,757.35	\$ 2,895.22	\$ 3,039.98	\$ 3,191.98	\$ 3,351.58
	Hourly	\$ 34.47	\$ 36.19	\$ 38.00	\$ 39.90	\$ 41.89