

RESOLUTION 2019-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS,  
COUNTY OF LOS ANGELES, ADOPTING AND EXTENDING THE PAY PLAN  
AND REIMBURSEMENT SCHEDULE FOR CITY EMPLOYEES

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of  
the City of San Dimas does hereby resolve that:

SECTION 1. Resolution No. 2018-62 is hereby amended, and the following  
salary plan supersedes all previous plans, effective March 12<sup>th</sup>, 2019 to read as follows:

<u>FULL TIME CLASSIFICATIONS</u>	<u>RANGE</u>	<u>MONTHLY SALARY</u>
<u>Executive Staff</u>		
City Manager	110	19,490
Assistant C. M. for Community Development	104	15,819
Assistant C. M. /Director of Admin. Serv./Treasurer	100	11,831-14,381
Director of Parks & Recreation	97	10,986-13,354
Director of Public Works	97	10,986-13,354
<u>Administrative Services</u>		
Administrative Services Manager	89	8,951-10,880
IS Administrator	80	7,210-8,732
Accounting Supervisor	71	5,809-7,030
Senior Accounting Technician	65	5,040-6,095
Human Resource Specialist	63	4,810-5,809
Assistant City Clerk	61	4,595-5,586
Accounting Technician	57	4,169-5,040
<u>Development Services</u>		
Planning Manager	89	8,951-10,880
Building & Safety Manager	89	8,951-10,880
Senior Planner	80	7,210-8,732
Senior Building Inspector	79	7,030-8,522
Building Inspector/Plans Examiner	75	6,414-7,796
Associate Planner	73	6,104-7,420
Building Inspector I	71	5,809-7,030
Assistant Planner	67	5,298-6,440
Code Compliance Officer	63	4,810-5,809
Building Permit Technician II	63	4,810-5,809

Parks and Recreation

Fitness Instructor	154	25.45-31.01
Recreation Coordinator	150	23.37-28.46
Aquatics Coordinator	150	23.37-28.46
Administrative Aide	150	23.37-28.46
Maintenance Worker	147	21.70-26.43
Pool Maintenance Operator	147	21.70-26.43
Supervising Lifeguard	141	18.71-22.79
Recreation Intern	137	16.95-20.64
Shooting Stars Director	137	16.95-20.64
Senior Lifeguard/Instructor	134	15.74-19.17
Recreation Specialist	130	14.26-17.37
Swim Instructor	130	14.26-17.37
Lifeguard	128	13.57-16.53
Senior Recreation Leader	128	13.57-16.53
Cashier	126	12.92-15.73
Recreation Leader	124	12.30-14.98
Building Maintenance Aide	123	12.00-14.61

Development Services

Associate Planner - PT	167	35.23-42.82
Planning Intern	137	16.95-20.64
Housing Intern	137	16.95-20.64

Public Works

Engineering Intern	137	16.95-20.64
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**SECTION 2. LONGEVITY SERVICE INCENTIVE**

Full Time Classification employees with five (5) years or more of continuous service with the City of San Dimas are eligible to receive Longevity/Service Incentive Pay as follows:

**a. 5 Years of Service with the City of San Dimas**

Full Time Classification employees having attained five (5) years of continuous service with the City of San Dimas will receive an amount equal to two point five (2.5) percent of the employee's annual salary on a bi-weekly basis.

**b. 10 Years of Service with the City of San Dimas**

Full Time Classification employees having attained ten (10) years of continuous service with the City of San Dimas will receive an amount equal to five (5) percent of the employee's annual salary on a bi-weekly basis.

**c. 15 Years of Service with the City of San Dimas**

Full Time Classification employees having attained fifteen (15) years of continuous service with the City of San Dimas will receive an amount equal to seven point five (7.5) percent of the employee's annual salary on a bi-weekly basis.

dollar for dollar basis to a maximum of \$150.00 (one hundred and fifty dollars) per month. For regular part time employees the City shall match the employee's contribution on a dollar for dollar basis to a maximum of \$75.00 (seventy five dollars) per month. The deferred compensation matching program is maintained for the exclusive benefit of full time and regular part time employees and is established with the intention of being maintained for an indefinite period of time. The specific terms and conditions of the program shall be determined and approved by the City Manager.

**SECTION 6. ADMINISTRATIVE LEAVE**

Administrative Leave shall be granted to certain management personnel that are exempt from overtime compensation under Fair Labor Standards Act guidelines. The specific terms and conditions of the program shall be determined and approved by the City Manager.

**SECTION 7. CAR ALLOWANCES**

The following positions shall receive a monthly allowance for car expenses:

<u>Title</u>	<u>Monthly Allowance</u>
City Manager	\$400.00
Assistant City Manager for Community Dev.	\$300.00
Assistant City Manager/Dir Administrative Services	\$300.00
Director of Parks & Recreation	\$300.00
Director of Public Works	\$300.00
Building & Safety Manager	\$300.00
Recreation Manager	\$250.00
Engineering Manager	\$250.00
Associate Engineer	\$250.00
Facilities Manager	\$250.00
Planning Manager	\$250.00
Senior Planner	\$250.00
Associate Planner	\$250.00
Assistant Planner	\$250.00
Recreation Supervisor	\$250.00
Associate Planner - Part Time	\$125.00

**SECTION 8. CELL PHONE/DATA ALLOWANCES**

The following positions shall be eligible to receive a monthly allowance for personal cell phone expenses and data charges as listed pursuant to the provisions of the City Cell Phone Policy:

<u>Title</u>	<u>Cell Phone – Data Charges</u>	
City Manager	\$40.00	\$45.00
Assistant City Manager for Community Dev.	\$40.00	\$45.00
Assistant City Manager/Dir Administrative Services	\$40.00	\$45.00
Director of Parks & Recreation	\$40.00	\$45.00
Director of Public Works	\$40.00	\$45.00

I, Debra Black, Assistant City Clerk, hereby certify that Resolution 2019-13 was adopted by the City Council of San Dimas at its regular meeting of March 12<sup>th</sup>, 2019 by the following vote:

**AYES:** Badar, Ebiner, Morris, Vienna  
**NOES:** Bertone  
**ABSENT:** None  
**ABSTAIN:** None



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Debra Black, Assistant City Clerk