



## City Council Agenda Report

Meeting Date: January 3, 2023

TO: City Council

FROM: Chelsea D. Phebus, Director of Human Resources & Risk Management

RE: Amending the City of Chico's FY 2022-23 Annual Budget Appendix B-1: Employee Pay Schedules

### REPORT IN BRIEF:

Human Resources compiles and manages classification and compensation with pay schedules that need to be updated periodically. Staff has recently updated the Employee Pay Schedules and Budget Appendix B-1: Employee Pay Schedules to include the following base pay increases for Council approval:

- Senior Civil Engineer  
Currently, the range is \$96,699.20 to \$133,244.80; the proposed range is \$105,206.40 to \$145,017.60.
- Senior Development Engineer  
Currently, the range is \$101,961.60 to \$140,566.40; the proposed range is \$105,206.40 to \$145,017.60.
- Senior Traffic Engineer  
Currently, the range is \$96,699.20 to \$133,244.80; the proposed range is \$105,206.40 to \$145,017.60.

Upon Council approval, this item updates the City of Chico's FY 2022-23 Annual Budget Appendix: B-1 Employee Pay Schedules.

**Recommendation:** Staff recommends the City Council approve the revised Budget Appendices B-1 relating to the classification and compensation of City employees.

### DISCUSSION:

The Public Works – Engineering division is currently budgeted for four (4) Senior Civil Engineers, two (2) Senior Development Engineers, and one (1) Senior Traffic Engineer, for a total of seven (7) budgeted senior-level positions. At the City of Chico, the licensed Senior Engineers serve a dual role of day-to-day supervision and working on projects/tasks. Due to attrition caused by higher pay elsewhere and employee retirements, the department currently has a severely limited number of licensed engineers to oversee and complete millions of dollars of capital, development, building, and traffic projects. In the event that a licensed engineer resigns or retires, the position must be filled by a candidate who maintains a Professional Civil Engineering license. The design and construction of public works infrastructure is required to be completed under the direction and oversight of licensed California Professional Civil Engineers.

Currently, only two (2) of the seven (7) budgeted senior-level positions are filled. To address concerns over staffing shortages and a lack of qualified applicants, staff performed a salary review of Senior Engineering positions throughout Shasta, Butte, Yuba, and Glenn counties and determined that a new salary range should be established for the Senior Engineering positions. The City of Chico has been recruiting continuously for these positions at the current rate of pay in various iterations for nearly two (2) years with no qualified applicants. It is staff's belief that the salary adjustment will result in employment applications for the vacant senior-level positions that exist within the Public Works – Engineering division.

In summary, by shifting the range of salaries for the Senior Engineering positions in the Public Works Engineering division, the ability to attract and retain licensed engineers will be more fruitful and will provide a more stable foundation for Engineering moving forward. Without these adjustments to the salary table, it is possible that the Engineering Department could be largely or completely depleted of licensed engineers over the next few years. These adjustments in salary will hopefully allow Engineering to maintain an appropriate staffing level with the appropriate level of licensed engineers to weather market forces and attrition, allowing Engineering to deliver excellent customer service for the City of Chico.

### FISCAL IMPACT:

The additional costs for labor is \$87,000 spread across multiple Enterprise Funds (Sewer, Parking, Private

Development, and Subdivisions), and Capital Projects Funds, with a small portion (\$2,500) attributable to the General Fund. In fiscal year 2022-23, no supplemental appropriation is needed due to the long-term vacancies in these areas. This is a minimal cost considering the cost to pay consultant should staff augmentation become necessary.

**ENVIRONMENTAL REVIEW:**

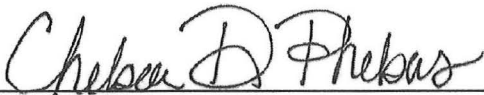
Does not apply.

**PUBLIC CONTACT:**

Does not apply.

Reviewed by:

Approved and Recommended by:



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Chelsea Phebus  
Director of Human Resources & Risk Management



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Mark Sorensen  
City Manager

**DISTRIBUTION:**

City Clerk (3)

**ATTACHMENTS:**

Amended CME Appendix 1

**FILE:**

n/a

**EFFECTIVE:** January 3, 2023

City Manager Appointed Positions	A	B	C	D	E	F	G	H	I	J	K	L	M	N
Accountant	44.03	45.14	46.26	47.42	48.60	49.82	51.06	52.34	53.66	55.00	56.37	57.79	59.23	60.71
Accounting Manager	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
Airport Manager	40.93	41.95	43.00	44.08	45.18	46.31	47.46	48.66	49.86	51.10	52.38	53.70	55.04	56.42
Assistant to the City Manager	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Budget and Treasury Manager	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
Building Official	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
City Engineer	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
Development Engineer	40.93	41.95	43.00	44.08	45.18	46.31	47.46	48.66	49.86	51.10	52.38	53.70	55.04	56.42
Economic Development Manager	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
Environmental Programs Manager	44.03	45.14	46.26	47.42	48.60	49.82	51.06	52.34	53.66	55.00	56.37	57.79	59.23	60.71
Facilities Manager	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Financial Systems Engineer	40.93	41.95	43.00	44.08	45.18	46.31	47.46	48.66	49.86	51.10	52.38	53.70	55.04	56.42
Fleet Manager	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Homeless Housing Coordinator	34.88	35.75	36.63	37.55	38.49	39.45	40.44	41.44	42.48	43.53	44.64	45.75	46.89	48.05
Housing Manager	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
Housing Analyst	34.88	35.75	36.63	37.55	38.49	39.45	40.44	41.44	42.48	43.53	44.64	45.75	46.89	48.05
Information Systems Manager	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
Laboratory Technical Manager	34.85	35.72	36.61	37.53	38.46	39.43	40.41	41.42	42.46	43.52	44.61	45.73	46.87	48.05
Management Analyst	34.88	35.75	36.63	37.55	38.49	39.45	40.44	41.44	42.48	43.53	44.64	45.75	46.89	48.05
Park and Natural Resources Manager	44.03	45.14	46.26	47.42	48.60	49.82	51.06	52.34	53.66	55.00	56.37	57.79	59.23	60.71
Payroll Manager	34.88	35.75	36.63	37.55	38.49	39.45	40.44	41.44	42.48	43.53	44.64	45.75	46.89	48.05
Principal Human Resources Analyst	38.65	39.61	40.60	41.61	42.66	43.73	44.81	45.94	47.08	48.27	49.48	50.72	51.98	53.28
Principal Planner	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06
Project Manager	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Projects and Grants Manager	38.65	39.61	40.60	41.61	42.66	43.73	44.81	45.94	47.08	48.27	49.48	50.72	51.98	53.28
Public Information Officer	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Public Works Administration Manager	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Public Works Manager	40.93	41.95	43.00	44.08	45.18	46.31	47.46	48.66	49.86	51.10	52.38	53.70	55.04	56.42
Purchasing Manager	38.65	39.61	40.60	41.61	42.66	43.73	44.81	45.94	47.08	48.27	49.48	50.72	51.98	53.28
Records Manager	34.85	35.72	36.61	37.53	38.46	39.43	40.41	41.42	42.46	43.52	44.61	45.73	46.87	48.05
Regulatory Compliance Manager	44.03	45.14	46.26	47.42	48.60	49.82	51.06	52.34	53.66	55.00	56.37	57.79	59.23	60.71
Senior Civil Engineer	50.58	51.84	53.14	54.47	55.83	57.22	58.65	60.12	61.62	63.16	64.74	66.36	68.02	69.72
Senior Construction Inspector	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Senior Development Engineer	50.58	51.84	53.14	54.47	55.83	57.22	58.65	60.12	61.62	63.16	64.74	66.36	68.02	69.72
Senior Information Systems Analyst	40.93	41.95	43.00	44.08	45.18	46.31	47.46	48.66	49.86	51.10	52.38	53.70	55.04	56.42
Senior Communications Analyst	40.93	41.95	43.00	44.08	45.18	46.31	47.46	48.66	49.86	51.10	52.38	53.70	55.04	56.42
Senior Plan Check Engineer	44.03	45.14	46.26	47.42	48.60	49.82	51.06	52.34	53.66	55.00	56.37	57.79	59.23	60.71
Senior Planner	44.03	45.14	46.26	47.42	48.60	49.82	51.06	52.34	53.66	55.00	56.37	57.79	59.23	60.71
Senior Traffic Engineer	50.58	51.84	53.14	54.47	55.83	57.22	58.65	60.12	61.62	63.16	64.74	66.36	68.02	69.72
Urban Forest Manager	37.82	38.77	39.74	40.73	41.75	42.79	43.86	44.96	46.08	47.24	48.42	49.63	50.87	52.15
Wastewater Treatment Manager	46.49	47.65	48.84	50.05	51.32	52.59	53.91	55.25	56.64	58.03	59.49	60.98	62.50	64.06