

**CITY OF BAY CITY  
RESOLUTION 22-19**

A RESOLUTION ACCEPTING THE CLASSIFICATION/COMPENSATION STUDY COMPLETED BY THE LOCAL GOVERNMENT PERSONNEL SERVICES/LANE COUNCIL OF GOVERNMENTS AND ADOPTING A NEW SALARY SCHEDULE

**WHEREAS**, the City of Bay City passed previous resolutions establishing salary benefits for city employees; and,

**WHEREAS**, all previous resolutions regarding salary benefits for employees are superseded by this new salary schedule; and,

**WHEREAS**, the City Council finds that salary benefits need to be incorporated;

**WHEREAS**, the City of Bay City completed an Organizational Assessment in 2019 by PARC Resources. Recommendations and Next Steps from the Assessment are;

- a. Adopt a salary step system that ties compensation to education, licenses, previous experience, and tenure.
- b. Hire a City Manager
- c. Design a new website that is easier to maintain and navigate.
- d. Implement a social media plan.
- e. Develop system for citizen communication in-take forms for accountability.
- f. Raise salaries of Fire Chief and Public Works Director over the next 3-5 years.
- g. Add personnel – at least 0.5 FTE in City Hall.

**WHEREAS**, the City of Bay City Council developed City Goals and Priorities in 2021 and 2022. The Goals include development of a succession plan for key city staff positions to ensure continuity of services; and,

**WHEREAS**, the City contracted with the Local Government Personnel Services/Lane Council of Governments to complete a salary survey for all of the city's positions. The survey and analysis were intended to ensure market competitiveness of the positions surveyed and external equity of these positions with jobs of comparable character of work; and,

**WHEREAS**, Attachment A presents the City of Bay City, Oregon Compensation Survey dated May 2022; and,

**WHEREAS**, Attachment A, page 23, presents a new salary Schedule for all City employees. It has 7 steps that increase by 5% each step.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAY CITY AS FOLLOWS:**

1. The City Council hereby accepts the compensation survey at Attachment A as the City's compensation survey.
2. The City Council hereby adopts the salary schedule shown on page 23 of Attachment A as the City's salary schedule, effective July 1, 2022 and superseding all prior salary schedules.
3. The City Manager is directed to take the necessary action to place incumbent employees within the appropriate range and step.
4. The City's salary schedule shall be reviewed by the City Council every three (3) years.

**PASSED AND ADOPTED**, by the City Council this 14<sup>th</sup> day of June 2022 and approved by the Mayor of Bay City this 14<sup>th</sup> day of June 2022.



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David McCall, Mayor

ATTEST:



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Lindsey Gann, City Recorder