



Central Marin Police Authority
Staff Report

TO: Central Marin Police Authority Council

FROM: Michael A. Norton, Chief of Police

DATE: August 12, 2021

RE: AMENDMENT TO THE ASSIGNMENT OF A SALARY RANGE TO EACH FULL-TIME POSITION OF THE CENTRAL MARIN POLICE AUTHORITY FOR FISCAL YEAR 2021-2022

ACTION REQUESTED

That Council adopts Resolution No. 2021/13 to amend the assignment of a salary range to each full-time position of the Central Marin Police Authority for fiscal year 2021-2022.

SUMMARY AND BACKGROUND

The California Public Employees' Retirement System (CalPERS) requires the reporting of salary ranges with minimum and maximum rates for all employees enrolled in the CalPERS retirement system. On May 14, 2021, the Central Marin Police Council approved Resolution No. 2021/07, which established a salary range to each full-time position of the Central Marin Police Authority for fiscal year 2021-2022 (refer to attachment #1)

On August 12, 2021, the Central Marin Police Council approved Resolution No. 2021/10 amending the salary range for the position of the Human Resources Manager for fiscal year 2020-2021 (refer to attachment #2). In addition, staff is recommending that the salary range change for the position of Human Resources Manager retroactive to the first full pay period in July 2021, for fiscal year 2021-2022. Staff recommends the same salary range increase for the position of Human Resources manager as was bargained for by the other job classifications under the Memorandum of Understanding. The salary range would increase 2.0%.

On August 12, 2021, the Central Marin Police Council approved Resolution No. 2021/11 amending the salary range for the position of Police Chief (refer to attachment #3).

On August 12, 2021, the Central Marin Police Council approved Resolution No. 2021/12 amending the salary ranges for the positions of Police Sergeant, Police Corporal, Police Officer, Police Officer Trainee, Records and Evidence Supervisor, Police Records Specialist, and Property Technician (refer to attachment #4).



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Pursuant to the current Central Marin Police Authority Management Contract and Central Marin Police Authority Resolution No. 2015/07, staff is recommending that the salary range change for the positions of Police Captain and Police Lieutenant, retroactive to the first full pay period in July 2021. Staff recommends the same salary range increase for the positions of Captain and Lieutenant as were bargained for by the other job classifications under the Memorandum of Understanding mentioned above. For each position, the salary range would increase 2.0%.

The below proposed listed salary range would be in effect retroactive to the first full pay period in July 2021:

<u>POSITION</u>	<u>MONTHLY SALARY RANGE</u>		
Police Chief	\$13,698	to	\$17,706
Police Captain	\$11,139	to	\$14,727
Police Lieutenant	\$9,289	to	\$12,697
Police Sergeant	\$7,917	to	\$10,217
Police Corporal	\$6,794	to	\$8,925
Police Officer	\$6,462	to	\$8,500
Police Officer Trainee	\$5,739	to	\$5,739
Records and Evidence Supervisor	\$6,074	to	\$7,397
Police Records Specialist	\$4,541	to	\$5,855
Property Technician	\$3,813	to	\$5,703
Human Resources Manager	\$8,301	to	\$12,457

FISCAL IMPACT

There will be no increase in costs by adoption of this resolution.

RECOMMENDATION

It is recommended for the Council to adopt Resolution No. 2021/13 to authorize the Management Committee to assign the above listed salary ranges to each position.

Respectfully Submitted,

Michael A. Norton
Chief of Police



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Attachments:

1. Resolution No. 2021/07
2. Resolution No. 2021/10
3. Resolution No. 2021/11
4. Resolution No. 2021/12
5. Resolution No. 2021/13

**CENTRAL MARIN POLICE AUTHORITY
RESOLUTION NO. 2021/07**

**A RESOLUTION OF THE CENTRAL MARIN POLICE COUNCIL ESTABLISHING
AUTHORIZED POSITIONS AND ASSIGNING A SALARY RANGE TO EACH
POSITION FOR FISCAL YEAR 2021-2022**

BE IT RESOLVED by the Central Marin Police Authority Council that effective the first full pay period of July 2021, the following positions and salary ranges are hereby effective:

<u>POSITION</u>	<u>MONTHLY SALARY RANGE</u>		
Police Chief	\$13,166	to	\$16,853
Police Captain	\$10,921	to	\$14,438
Police Lieutenant	\$9,107	to	\$12,448
Police Sergeant	\$7,762	to	\$10,017
Police Corporal	\$6,661	to	\$8,750
Police Officer	\$6,335	to	\$8,333
Police Officer Trainee	\$5,626	to	\$5,626
Public Safety Comm/Records Sup	\$5,955	to	\$7,252
Police Records Specialist	\$4,452	to	\$5,740
Property Technician	\$3,738	to	\$5,591
Human Resources Manager	\$7,708	to	\$11,603

IT IS HEREBY CERTIFIED, that the foregoing resolution was duly adopted by the Central Marin Police Council at a regular meeting held on the 13th day of May 2021, by the following vote, to wit:

AYES: COUNCILMEMBERS: Greene, Ravasio, Way, Casissa, Paulson
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS: Colbert
ABSTAIN: COUNCILMEMBERS:

ATTEST:



Zaneta Feleo, Authority Clerk
Central Marin Police Authority



Ford Greene, Council Chair
Central Marin Police Authority

**CENTRAL MARIN POLICE AUTHORITY
RESOLUTION NO. 2021/10**

**A RESOLUTION OF THE CENTRAL MARIN POLICE COUNCIL OF THE CENTRAL
MARIN POLICE AUTHORITY AUTHORIZING THE MANAGEMENT COMMITTEE
TO AMEND THE HUMAN RESOURCES MANAGER SALARY RANGE**

WHEREAS, the Council authorized the hiring of a Human Resources Manager and established a salary range for the position with the adoption of Resolution No. 2018/12;

WHEREAS, the Council formally added the Human Resources Manager position to the Authority's salary table for all positions with the adoption of Resolution No. 2020/06;

WHEREAS, staff has determined that the range it presented in Resolution No. 2020/06 was incorrect and did not account for approved cost-of-living adjustments.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the Council acknowledges the administrative error found in Resolution 2020/06 that reflects an incorrect salary range for the Human Resources Manager and affirms that the correct salary range is \$97,656.88 to \$146,556.64 for Fiscal Year 2020-2021.

IT IS HEREBY CERTIFIED, that the forgoing resolution was duly introduced and adopted at a public meeting of the Central Marin Police Council of the Central Marin Police Authority held on the 12th day of August 2021 by the following vote, to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:
ATTEST:

Rebecca Vaughn, Authority Clerk
Central Marin Police Authority

Ford Greene, Council Chair
Central Marin Police Authority

RESOLUTION NO. 2021/11

**A RESOLUTION OF THE CENTRAL MARIN POLICE COUNCIL
AUTHORIZING THE MANAGEMENT COMMITTEE TO EXECUTE THE
THIRD AMENDMENT TO THE EMPLOYMENT AGREEMENT
WITH THE CHIEF OF POLICE**

WHEREAS, the Chief of Police has an existing employment agreement with the Central Marin Police Authority; and

WHEREAS, "Amendment No. 3 to the Employment Agreement" is a proposed amendment to the existing employment agreement between the Management Committee and Chief Michael Norton that reflects the proposed compensation agreement for Chief Norton; and

NOW, THEREFORE, BE IT RESOLVED that the Police Council of the Central Marin Police Authority adopts Resolution 2021/11, at its regular meeting, August 12, 2021, authorizing the Management Committee to execute the proposed "Amendment No. 3 to the Employment Agreement".

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

Rebecca Vaughn, Authority Clerk
Central Marin Police Authority

Ford Greene, Council Chair
Central Marin Police Authority

**CENTRAL MARIN POLICE AUTHORITY
RESOLUTION NO. 2021/12**

**A RESOLUTION OF THE CENTRAL MARIN POLICE COUNCIL OF THE CENTRAL
MARIN POLICE AUTHORITY AUTHORIZING THE MANAGEMENT COMMITTEE
TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE
AUTHORITY AND THE CENTRAL MARIN POLICE OFFICERS' ASSOCIATION
FOR THE PERIOD OF JULY 1, 2021 THROUGH JUNE 30, 2024**

WHEREAS, the Management Committee and the Central Marin Police Officers' Association have reached an agreement regarding a Memorandum of Understanding effective July 1, 2021 through June 30, 2024; and

WHEREAS, the parties hereby agree that all terms within the Memorandum of Understanding shall continue in full force and effect unless modified by mutual agreement of both parties; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Central Marin Police Council hereby authorizes the Management Committee to enter into an agreement with the Central Marin Police Officers' Association with regards to the Memorandum of Understanding in accordance with the terms set forth.

IT IS HEREBY CERTIFIED, that the forgoing resolution was duly introduced and adopted at a public meeting of the Central Marin Police Council of the Central Marin Police Authority held on the 12th day of August 2021 by the following vote, to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:
ATTEST:

Rebecca Vaughn, Authority Clerk
Central Marin Police Authority

Ford Greene, Council Chair
Central Marin Police Authority