




TOWN OF FAIRFAX

STAFF REPORT

July 12, 2017

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager 

SUBJECT: Adopt a resolution establishing wages and benefits for the new Assistant/Associate Planner classification

RECOMMENDATION

Adopt a resolution amending "Exhibit" A to Resolution 15-31 establishing wages and benefits for management positions, to include the new Assistant/Associate Planner classification.

DISCUSSION

Also on the agenda this evening, the Council is considering the creation of new Assistant/Associate Planner classification. The classification is an entry-level management position which requires an amendment to Resolution 15-31 which establishes the wages and benefits for management and confidential employees (Management Resolution). Specifically, "Exhibit A- Salary Range" to the Management Resolution will need be amended to reflect the salary range for the new classification. The proposed salary range is pegged at approximately 90% of the average salary for similar positions in Marin County. The Assistant Planner annual salary range is \$62,864 to \$72,773. The Associate Planner annual salary range is \$68,830-\$79,679. In January 1, 2018, the salary ranges will increase by 2% reflecting a COLA adjustment for management employees.

For more information on the proposed classification, please refer to Item #8 on tonight's agenda.

FISCAL IMPACT

n/a

ATTACHMENT

Resolution

RESOLUTION 17-__

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
ESTABLISHING WAGES AND BENEFITS FOR THE
ASSISTANT/ASSOCIATE PLANNER CLASSIFICATION**

WHEREAS, the Fairfax Town Council has established the new position of Assistant/Associate Planner as a management classification; and

WHEREAS, Resolution 15-31 of the Town Council of the Town of Fairfax establishes wages and benefits for management employees for the period of July 1, 2015 through June 30, 2018;

NOW, THEREFORE, BE IT HEREBY RESOLVED that Exhibit A to Resolution 15-31, a Resolution of the Town Council of the Town of Fairfax Establishing Wages and Benefits for Management Employees for the period of July 1, 2015 through June 30, 2018 is amended to include the salary range for the Assistant/Associate Planner as follows:

Steps	A	B	C	D
Assistant Planner 1/1/17	\$ 5,239	\$ 5,501	\$ 5,776	\$ 6,064
Assistant Planner 1/1/18	\$ 5,343	\$ 5,611	\$ 5,891	\$ 6,186
Associate Planner 1/1/17	\$ 5,736	\$ 6,023	\$ 6,324	\$ 6,640
Associate Planner 1/1/18	\$ 5,851	\$ 6,143	\$ 6,450	\$ 6,773

The foregoing resolution was duly introduced and adopted at a meeting of the Town Council of the Town of Fairfax held in said Town on the 12th day of July, 2017, by the following vote:

AYES:
NOES:
ABSENT:

John Reed, Mayor

Attest: _____
Michele Gardner, Town Clerk