



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Finance

Prepared by: Nadine Atieh Hade,
Finance Director

City Manager Approval: _____

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TOPIC: FISCAL YEAR 2019-2020 CITY-WIDE BUDGET AMENDMENTS AND FISCAL YEAR 2020-2021 UPDATE

SUBJECT: RESOLUTION ADOPTING AMENDMENTS TO THE CITY OF SAN RAFAEL BUDGET FOR FISCAL YEAR 2019-2020 FOR THE PURPOSE OF CONFIRMING AUTHORIZED APPROPRIATIONS AND TRANSFERS AND RESOLUTION ADOPTING AMENDMENTS FOR FISCAL YEAR 2020-2021 FOR THE PURPOSES OF SAN RAFAEL SANITATION DISTRICT PERSONNEL CHANGES

RECOMMENDATION: Accept report and adopt resolutions as presented.

BACKGROUND: During the process of developing and recommending the fiscal year 2020-2021 budget, staff provided updates on the fiscal performance of the General Fund and projections through fiscal year-end.

The fiscal year 2019-2020 City-wide budget was last amended by the [City Council on February 3, 2020](#), during an interim budget review. Since the close of the fiscal year on June 30, 2020, staff has reviewed the revenues and expenditures in the General Fund, special revenue funds and other special purpose funds. This review has yielded a small number of adjustments that are clean up in nature in special revenue funds and other special purpose funds and a request for an increase in appropriations in the General Fund. These budget adjustments are recommended by the City's outside auditors and their approval by the City Council provides for complete budget accountability.

The purpose of these amendments is to formally authorize the expenditures and transfers required in certain funds to fulfill their respective purposes and functions through June 30, 2020.

ANALYSIS:

General Fund

Revenues and Other Sources:

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

The City experienced a reduction in revenues for the Fiscal Year 2019-2020 as a result of the COVID-19 pandemic. Prior to the pandemic when Staff presented an interim financial update on February 3rd, revenues were forecasted to come in higher than originally budgeted due to higher than anticipated year-to-date activity both in sales tax and in the Community Development Department's plan check and building permit fees. Soon after, the pandemic hit and operations for March through June decreased substantially. The budget has not been updated to reflect final revenues as only appropriations are required to be updated and the City's practice is to review net operating results once the audit is completed.

The increases in revenues and other sources of \$36,149 detailed in the chart below are transfers from other funds to the General Fund to reimburse for expenses paid by the General Fund and allocable to other funds. These revenues are offset by the respective expenses paid so the net effect is zero.

Expenditures and Other Uses:

Within the first week of the COVID-19 pandemic, Staff proactively halted non-essential spending and froze all vacated positions. As a result of these actions taken early on and the creation of and adherence to the [COVID-19 Economic Recovery Plan](#), Staff were able to decrease operational expenses by more than \$4.5 million. However, there were several items that occurred during the close of the year which required additional expenses. These additional expenses netted against the \$4.5 million in savings result in a proposed expenditure request of \$497,562 presented in the table below.

- The Worker's Compensation Actuary Study which occurs every other year by a third-party consultant and determines the liability pertaining to our current and known claims increased by \$2.2 million.
- The General Liability Actuary Study which occurs every other year by a third-party consultant and determines the liability pertaining to our current and known claims increased by \$200,000.
- Not included in the General Liability Actuary Study are two other settlements in the amount of \$1,389,000 that needed to be accounted for.
- The City holds a pension obligation bond with principal and interest payments maturing in Fiscal Year 2025. An amount of \$1,364,125 has been set aside for this external debt obligation to cover the Fiscal Year 2021 and Fiscal Year 2022 payments.

Additionally, there were transfers from the General Fund to the City's Other Funds that were greater than originally budgeted by \$589,964. These types of transactions are usually year-end clean up items but for the current year, there were a few larger and not as likely transactions worth noting:

- A subsidy of \$250,000 from the General Fund to the Recreation Fund to cover lost revenues resulting from the COVID-19 Shelter-in-Place. Refunds had to be provided to customers who had already signed up for classes and reserved venues while revenues were lost for several months and continue to be for services we cannot currently offer.
- Reimbursement of \$103,243 and \$130,272 to other funds in which the other funds originally paid for expenses on behalf of the General Fund in prior years and after review of the transactional activity, it was determined the expenses were not eligible and should be paid for by the General Fund.

Therefore, Staff is requesting the approval of \$1,078,143 of expenditures and transfers out, detailed in the chart below.

Resources	
Proposed revenue changes	\$ 0
Proposed transfers in changes Reimbursement from other funds for expenses paid for through the General Fund	36,149
Total proposed changes to resources	\$ 36,149
Uses	
Proposed expenditure changes Liability related to worker's compensation, general liability and debt	\$ 497,562
General Fund match for Police Department vest grant	(9,383)
Proposed transfers out changes Measure E sales tax increase transfer to Essential Facilities Fund (420)	97,066
Police Department vest grant match from the General Fund to the Safety Grant Fund (281)	9,383
Reimburse Successor Agency Fund (490) for disallowed expenditures from prior years	103,243
To cover losses incurred in the Recreation Fund (222) due to COVID-19 restrictions	250,000
Reimburse Grant Fund (283) for expenditures from prior years	130,272
Total proposed changes to uses	\$1,078,143
Net proposed changes (Resources less Uses)	(\$1,041,994)
Expenditures and Transfers out as adopted fiscal year 2019-2020	\$84,958,189
Expenditures and Transfers out as approved through June 30, 2020	\$85,448,253
Expenditures and Transfers out with proposed changes	\$86,526,395

Other Funds

Staff is requesting the approval of \$2,445,496 of increased resources of which \$878,800 pertains to a transfer from the Paramedic Tax Fund to the Essential Facilities Fund adhering to policy which states the Paramedic Tax Fund must maintain a 10% operations reserve and the remainder is to be transferred to the Essential Facilities Fund to support capital improvements for the paramedic program, \$250,000 pertains to the receipt of General Fund subsidy to assist the Recreation Fund, and the remainder are transfers within funds in order to properly account for funding for CIP projects and grants.

Staff is requesting the approval of \$2,320,277 of increased uses of which the bulk is to properly account for funding for CIP projects and grants, \$878,800 is for the transfer of funds from the Paramedic Tax Fund, \$287,753 is to increase the Cannabis Fund as revenues were higher than expected and eligible expenses were allocated to offset the revenues, and \$37,835 is to increase the budget to what was actually spent in four funds of which the additional expenses were offset by increased revenues for the respective funds.

Proposed changes to the Other Funds revenues, expenditures and transfers are detailed in the following table:

Resources	
Proposed revenue changes	\$ 0
Proposed transfers in changes	\$ 97,066
Measure E sales tax increase transfer to Essential Facilities Fund (420)	
Paramedic tax capital transfer to Essential Facilities Fund (420)	878,800
Police Department vest grant match from the General Fund to the Safety Grant Fund (281)	9,383
Reimbursement to the Grant Fund (283) for expenditures from prior years	130,272
To cover losses incurred in the Recreation Fund (222) due to COVID-19 restrictions	250,000
Transfers from various funds to properly account for funding for projects	1,079,975
Total proposed changes to resources	\$2,445,496
Uses	
Proposed expenditure changes	287,753
To increase Cannabis Fund (216) for eligible expenses to offset revenues	
Budget to actual variance of amount spent offset by revenues (Funds 234, 409,236 and 242)	37,835
Proposed transfers out changes	1,026,900
Transfers from the Traffic Mitigation Fund (246) to properly account for funding of projects	
Transfer from the Childcare Fund (208) to properly account for funding of projects	52,840
Transfer from the Development Fund (207) to properly account for funding of operations	13,041
Transfer from the Public Safety Grants Fund (281) to properly account for funding of operations	22,260
Transfer from the Loch Lomond CFD #10 Fund (236) to properly account for funding of operations	848
Paramedic tax capital transfer (210) to Essential Facilities Fund	878,800
Total proposed changes to uses	\$2,320,277
Net proposed changes to Other Funds (Resources less Uses)	\$ 125,219
Expenditures and Transfers out as adopted fiscal year 2019-2020	\$74,917,147
Expenditures and Transfers out as approved through June 30, 2020	\$90,266,988
Expenditures and Transfers out with proposed changes	\$92,587,265

The net impact of all proposed changes on Other Funds is \$125,219 of additional revenues.

FISCAL YEAR 2020-2021 UPDATE

General Fund

It is too early in the year to predict the status of revenues and expenses. However, based on the continued restricted nature of the COVID-19 State guidelines, the Shelter-in-Place has caused a tremendous slow-down for businesses and revenues have drastically declined. This economic instability will continue to affect the City of San Rafael in most areas of revenue generation as already forecasted in the [Fiscal Year 2020-2021](#) budget presented on June 15, 2020. Staff does not expect revenues to be more favorable and instead the City may experience more unfavorable revenue outcomes due to the prolonged Shelter-in-Place that was not fully accounted for during the budget preparation period. Staff continues to monitor revenues with focus on sales tax and transient occupancy tax and will provide updates in the coming months as information becomes available. Expenses are tracking as on budget and Departments are diligently keeping to the budget cuts made in March when COVID-19 first came about.

Personnel Update

On June 30, 2020, the San Rafael Sanitation District's (SRSD) Board of Directors discussed the City's Mandatory Furlough Program. The Board considered the District's operating needs, and voted to continue full funding for SRSD employees, thereby opting out of the City's Furlough program. At the same time, City Staff had already updated salary schedules to reflect the 5% furlough across non-safety, represented and non-represented groups. Therefore, Staff is recommending an update of the salary schedules (attached) for groups that include SRSD employees, which will adjust all affected salaries as appropriate.

In addition, the SRSD Board approved a reclassification of the Sewer Maintenance Superintendent position to Operations and Maintenance Manager (SRSD). Both positions are in the Mid-Management salary group. The Operations and Maintenance Manager base salary is currently \$11,184 per month, which is 9.5% or \$970 per month more than the Sewer Maintenance Superintendent.

Lastly, Staff is requesting to reflect a previously approved position by the SRSD Board, Associate Civil Engineer to the City's current budget and Position Control report. This position was approved by the SRSD Board in 2018. Staff was unable to recruit and fill the Associate Civil Engineer position and is therefore requesting to update the City's Budget to reflect this vacancy in current headcount.

The SRSD Board has confirmed that the District has sufficient funding to support the mid-management reclassification, and funding for the new position, thereby adding no cost to the City for these personnel changes.

FISCAL IMPACT: This action authorizes the formal appropriation of resources in the 2019-2020 fiscal year to support the actual expenditure and transfer activity through June 30, 2020 as described in this report. No spending authority beyond what was actually spent or committed as of June 30, 2020 is created through this action.

This action also authorizes personnel changes for the San Rafael Sanitation District for Fiscal Year 2020-2021. The San Rafael Sanitation District reimburses the City of San Rafael for all expenses, therefore making the net cost zero.

RECOMMENDATION: Staff recommends that the City Council accept the report and adopt the Resolutions as presented.

ATTACHMENT:

1. Resolution approving Fiscal Year 2019-2020 amendments with Exhibit I
2. Resolution approving Fiscal Year 2020-2021 personnel amendments for San Rafael Sanitation District with salary schedules for Western Council of Engineers (WCE), SEIU Local 1021, Unrepresented Mid-Management Group and Unrepresented Executive Group

RESOLUTION NO.

RESOLUTION OF THE SAN RAFAEL CITY COUNCIL ADOPTING AMENDMENTS TO THE CITY OF SAN RAFAEL BUDGET FOR FISCAL YEAR 2019-2020 FOR THE PURPOSE OF CONFIRMING AUTHORIZED APPROPRIATIONS AND TRANSFERS

WHEREAS, the City Council approved Resolution No. 14713 adopting the fiscal year 2019-2020 budget; and

WHEREAS, the City Council approved Resolution No. 14764 amending the fiscal year 2019-2020 budget, and took other actions during the year to authorize spending; and

WHEREAS, as part of the fiscal year-end closing process, staff has reviewed and analyzed actual revenues, expenditures and transfers through June 30, 2020, has identified a need for additional budget adjustments, and has submitted its analysis and recommendations in a report to the City Council; and

WHEREAS, after examination, deliberation and due consideration, the City Council has approved the same report and recommendations;

NOW, THEREFORE, BE IT RESOLVED, by the San Rafael City Council that Resolution No. 14713 for fiscal year 2019-2020 is further amended to authorize the following adjustments to resources and appropriations, which are reflected in the Consolidated Funds Schedule (Exhibit I attached hereto and incorporated herein by reference):

Fund	Amount
General Fund – 001 resources	\$ 36,149
General Fund – 001 appropriations	\$ 1,078,143
Essential Facilities Fund - 420	\$ 975,866
Safety Grants - 281	\$ 9,383
Grant Fund - 283	\$ 130,272
Recreation Fund - 222	\$ 250,000
Gas Tax Fund - 206	\$ 808,000
Building Maintenance Fund - 603	\$ 52,840
City Capital Improvement Fund - 401	\$ 218,900
Pt. San Pedro Assessment District - 409	\$ 235
Total Other Funds resources	\$ 2,445,496
Measure G – Cannabis – 216	\$ 287,753

Pt. San Pedro Maintenance Portion - 234	\$ 26,171
Measure C - Wildfire Prevention - 242	\$ 11,118
Pt. San Pedro Assessment District - 409	\$ 235
Loch Lomond A.D. Fund - 236	\$ 1,159
Traffic Mitigation Fund - 246	\$ 1,026,900
Childcare Fund - 208	\$ 52,840
Development Fund - 207	\$ 13,041
Safety Grants - 281	\$ 22,260
Paramedic Fund - 210	\$ 878,800
Total Other Funds appropriations	\$ 2,320,277

I, LINDSAY LARA, Clerk of the City of San Rafael, hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the Council of said City on Monday, the 21st day of September 2020 by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

LINDSAY LARA, City Clerk

Consolidated Funds Schedule

Figure 1

General Fund	Adopted Budget FY 2019-20	Approved Changes	Current Budget	Proposed Changes	Revised Budget
Revenues *	80,282,912	200,000	80,482,912	-	80,482,912
Transfers in	4,701,350		4,701,350	36,149	4,737,499
FY19-20 Resources	84,984,262	200,000	85,184,262	36,149	85,220,411
FY18-19 P.O. reserve	-	230,624	230,624	-	230,624
Total Resources	84,984,262	430,624	85,414,886	36,149	85,451,036
Expenditures	78,881,189	200,000	79,081,189	488,179	79,569,368
P.O. Rollover	-	230,624	230,624	-	230,624
Operating Transfer out	2,000,000	59,439	2,059,439	492,898	2,552,337
Capital Transfer out (from Measure E to SREF)	4,077,000	-	4,077,000	97,065	4,174,065
Total Appropriations	84,958,189	490,063	85,448,252	1,078,142	86,526,395

* The budget has not been updated to reflect final revenues as only appropriations are required to be updated and the City's practice is to review net operating results once the external audit is completed.

Figure 2

Other Funds	Adopted Budget FY 2019-20	Approved Changes	Current Budget	Proposed Changes	Revised Budget
Revenues	47,056,328	5,833,504	52,889,832	-	52,889,832
Transfers in	6,248,000	419,607	6,667,607	2,445,495	9,113,103
FY19-20 Sources	53,304,328	6,253,111	59,557,439	2,445,495	62,002,935
FY18-19 Rollover		4,410,231	4,410,231		4,410,231
FY18-19 CIP Carry Over		-	-		-
Total Resources	53,304,328	10,663,342	63,967,670	2,445,495	66,413,165
Expenditures	70,044,797	14,989,673	85,034,470	325,588	85,360,058
Transfer out	4,872,350	360,168	5,232,518	1,994,689	7,227,207
Total Appropriations	74,917,147	15,349,841	90,266,988	2,320,277	92,587,265

Figure 3

All Funds	Adopted Budget FY 2019-20	Approved Changes	Current Budget	Proposed Changes	Revised Budget
General Fund	84,958,189	490,063	85,448,252	1,078,142	86,526,395
Other Funds	74,917,147	15,349,841	90,266,988	2,320,277	92,587,265
Total Expenditures and transfers	159,875,336	15,479,736	175,355,072	3,398,420	178,753,492

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN
RAFAEL ADOPTING AMENDMENTS FOR FISCAL YEAR 2020-2021
FOR THE PURPOSES OF SAN RAFAEL SANITATION DISTRICT
PERSONNEL CHANGES**

WHEREAS, the City Council approved Resolution No. 14830 adopting the fiscal year 2020-2021 budget; and

WHEREAS, the changes in available funding sources and operational needs require adjustments to some City budgets; and

WHEREAS, the San Rafael Sanitation District has approved the recommended staffing changes; and

WHEREAS, the San Rafael Sanitation District will reimburse the City of San Rafael for all expenses pertaining to these changes; and

WHEREAS, after examination, deliberation and due consideration, the City Council has approved the staff report and recommendations and directs the City Manager to proceed with the implementation of these recommendations;

NOW, THEREFORE, BE IT RESOLVED, by the San Rafael City Council that Resolution No. 14830 for fiscal year 2020-2021 is amended to increase total general fund expenditures to account for the San Rafael Sanitation District personnel actions presented in the staff report of September 21, 2020.

I, LINDSAY LARA, Clerk of the City of San Rafael, hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of said City on Monday, the 21st day of September 2020, by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

LINDSAY LARA, City Clerk

**SAN RAFAEL UNREPRESENTED EXECUTIVE MANAGEMENT
SALARY SCHEDULE
Effective July 1, 2020**

*Note: The Salary Schedule below reflects a 5% furlough reduction for FY 20/21 (*except Safety and SRSD)*

Grade	Position	A	B	C	D	E
2501	Assistant City Attorney	\$ 10,725	\$ 11,261	\$ 11,824	\$ 12,415	\$ 13,036
2001	Assistant City Manager	\$ 12,686	\$ 13,321	\$ 13,987	\$ 14,686	\$ 15,420
2300	Community Development Director	\$ 12,377	\$ 12,995	\$ 13,645	\$ 14,327	\$ 15,044
4205	Director of Digital Service & Open Government	\$ 11,215	\$ 11,776	\$ 12,365	\$ 12,983	\$ 13,632
2801	Director of Economic Development & Innovation	\$ 11,215	\$ 11,776	\$ 12,364	\$ 12,983	\$ 13,632
2140	Finance Director	\$ 11,215	\$ 11,776	\$ 12,364	\$ 12,983	\$ 13,632
1106	Human Resources Director	\$ 11,215	\$ 11,776	\$ 12,364	\$ 12,983	\$ 13,632
2406	Library and Recreation Director	\$ 11,780	\$ 12,369	\$ 12,987	\$ 13,637	\$ 14,318
2201	Public Works Director	\$ 12,377	\$ 12,995	\$ 13,645	\$ 14,327	\$ 15,044

*Public Safety and positions in SRSD are not subject to the furlough reduction

2205	District Manager/Engineer (SRSD)	\$ 11,805	\$ 12,395	\$ 13,015	\$ 13,666	\$ 14,349
7101	Fire Chief	\$ 13,288	\$ 13,953	\$ 14,651	\$ 15,383	\$ 16,152
6101	Police Chief	\$ 13,288	\$ 13,953	\$ 14,651	\$ 15,383	\$ 16,152

Position	Monthly Salary
City Manager (Appointed)	\$ 18,702

The City Manager is appointed by the City Council and is not subject to the terms and conditions of the Management Resolution

**SAN RAFAEL UNREPRESENTED MID-MANAGEMENT
SALARY SCHEDULE
Effective July 1, 2020**

*Note: The Salary Schedule below reflects a 5% furlough reduction for FY 20/21 (*except SRSD)*

Grade	Position	A	B	C	D	E
7315	Accounting Manager	\$ 8,265	\$ 8,678	\$ 9,112	\$ 9,567	\$ 10,046
2400	Assistant Library and Recreation Director	\$ 9,446	\$ 9,918	\$ 10,414	\$ 10,935	\$ 11,482
2202	Assistant Public Works Director / City Engineer	\$ 10,720	\$ 11,256	\$ 11,818	\$ 12,409	\$ 13,030
2302	Chief Building Official	\$ 9,962	\$ 10,460	\$ 10,983	\$ 11,532	\$ 12,109
4203	Civic Design Manager	\$ 8,996	\$ 9,446	\$ 9,918	\$ 10,414	\$ 10,935
2122	Code Enforcement Supervisor	\$ 6,856	\$ 7,199	\$ 7,559	\$ 7,937	\$ 8,334
4204	Data & Infrastructure Manager	\$ 9,962	\$ 10,460	\$ 10,983	\$ 11,532	\$ 12,109
1105	Deputy City Attorney I	\$ 9,028	\$ 9,479	\$ 9,953	\$ 10,451	\$ 10,974
1109	Deputy City Attorney II	\$ 9,954	\$ 10,452	\$ 10,974	\$ 11,523	\$ 12,099
2120	Deputy Fire Marshall	\$ 8,479	\$ 8,903	\$ 9,348	\$ 9,816	\$ 10,307
2135	Deputy Public Works Director	\$ 9,739	\$ 10,226	\$ 10,737	\$ 11,274	\$ 11,838
7313	Economic Development Coordinator	\$ 8,181	\$ 8,590	\$ 9,020	\$ 9,471	\$ 9,944
2128	Economic Development Manager	\$ 8,996	\$ 9,446	\$ 9,918	\$ 10,414	\$ 10,935
7117	Emergency Services Manager	\$ 7,982	\$ 8,381	\$ 8,800	\$ 9,240	\$ 9,702
9005	Events Coordinator	\$ 6,952	\$ 7,300	\$ 7,665	\$ 8,048	\$ 8,450
2107	Human Resources Operations Manager	\$ 8,018	\$ 8,419	\$ 8,840	\$ 9,282	\$ 9,746
2208	Operations and Maintenance Manager	\$ 8,741	\$ 9,178	\$ 9,637	\$ 10,119	\$ 10,625
2703	Parking Services Manager	\$ 8,181	\$ 8,590	\$ 9,020	\$ 9,471	\$ 9,944
7312	Parks Superintendent	\$ 7,982	\$ 8,381	\$ 8,800	\$ 9,240	\$ 9,702
2116	Planning Manager	\$ 9,161	\$ 9,620	\$ 10,101	\$ 10,606	\$ 11,136
1202	Public Works Administrative Manager	\$ 8,181	\$ 8,590	\$ 9,019	\$ 9,470	\$ 9,944
8103	Recreation Supervisor	\$ 6,857	\$ 7,200	\$ 7,559	\$ 7,937	\$ 8,334
7317	Senior Code Enforcement Supervisor	\$ 7,568	\$ 7,946	\$ 8,344	\$ 8,761	\$ 9,199
2105	Senior Management Analyst	\$ 7,795	\$ 8,185	\$ 8,594	\$ 9,024	\$ 9,475
2203	Senior Project Manager	\$ 8,212	\$ 8,623	\$ 9,054	\$ 9,506	\$ 9,982
8102	Senior Recreation Supervisor	\$ 7,568	\$ 7,946	\$ 8,344	\$ 8,761	\$ 9,199
7311	Street Maintenance Superintendent	\$ 7,982	\$ 8,381	\$ 8,800	\$ 9,240	\$ 9,702
2150	Sustainability Program Manager	\$ 6,570	\$ 6,898	\$ 7,243	\$ 7,605	\$ 7,986

*Positions in SRSD are not subject to the furlough reduction

2208	Operations and Maintenance Manager (SRSD)	\$ 9,201	\$ 9,661	\$ 10,144	\$ 10,652	\$ 11,184
2206	Senior Civil Engineer (SRSD)	\$ 9,980	\$ 10,479	\$ 11,003	\$ 11,553	\$ 12,130
7310	Sewer Maintenance Superintendent	\$ 8,402	\$ 8,822	\$ 9,263	\$ 9,727	\$ 10,213

City of San Rafael
SEIU - SALARY SCHEDULE
Effective July 1, 2020

*Note: The Salary Schedule below reflects a 5% furlough reduction for FY 20/21 (*except SRSD)*

Grade	Position	A	B	C	D	E
7241	Accountant I	\$ 5,496	\$ 5,770	\$ 6,059	\$ 6,362	\$ 6,680
7240	Accountant II	\$ 5,771	\$ 6,059	\$ 6,362	\$ 6,680	\$ 7,014
7200	Accounting Assistant I	\$ 4,003	\$ 4,203	\$ 4,413	\$ 4,634	\$ 4,865
7201	Accounting Assistant II	\$ 4,409	\$ 4,629	\$ 4,861	\$ 5,104	\$ 5,359
7299	Accounting Technician	\$ 5,497	\$ 5,772	\$ 6,061	\$ 6,364	\$ 6,682
7205	Administrative Analyst	\$ 5,108	\$ 5,363	\$ 5,631	\$ 5,913	\$ 6,208
7211	Administrative Assistant I	\$ 4,149	\$ 4,356	\$ 4,574	\$ 4,803	\$ 5,043
7212	Administrative Assistant II	\$ 4,574	\$ 4,803	\$ 5,043	\$ 5,295	\$ 5,560
7295	Senior Administrative Assistant	\$ 4,926	\$ 5,172	\$ 5,431	\$ 5,702	\$ 5,987
7216	Administrative Assistant to the City Clerk	\$ 4,926	\$ 5,172	\$ 5,431	\$ 5,702	\$ 5,987
7210	Assistant Planner	\$ 5,777	\$ 6,066	\$ 6,369	\$ 6,687	\$ 7,022
7208	Associate Planner	\$ 6,375	\$ 6,694	\$ 7,029	\$ 7,380	\$ 7,749
7217	Building Inspector I	\$ 5,235	\$ 5,497	\$ 5,771	\$ 6,060	\$ 6,363
7218	Building Inspector II	\$ 5,777	\$ 6,066	\$ 6,369	\$ 6,687	\$ 7,022
7475	Building Technician I	\$ 4,514	\$ 4,740	\$ 4,977	\$ 5,226	\$ 5,487
7220	Business License Examiner	\$ 4,629	\$ 4,860	\$ 5,103	\$ 5,358	\$ 5,626
7222	Code Enforcement Official I	\$ 4,194	\$ 4,403	\$ 4,624	\$ 4,855	\$ 5,097
7223	Code Enforcement Official II	\$ 4,627	\$ 4,859	\$ 5,102	\$ 5,357	\$ 5,625
7380	Code Enforcement Official III	\$ 5,496	\$ 5,770	\$ 6,059	\$ 6,362	\$ 6,680
7224	Custodian	\$ 3,917	\$ 4,113	\$ 4,318	\$ 4,534	\$ 4,761
7226	Deputy City Clerk	\$ 5,049	\$ 5,302	\$ 5,567	\$ 5,845	\$ 6,137
7120	Emergency Management Coordinator	\$ 4,744	\$ 4,981	\$ 5,230	\$ 5,492	\$ 5,766
7121	Environmental Management Coordinator	\$ 4,744	\$ 4,981	\$ 5,230	\$ 5,492	\$ 5,766
7232	Facility Repair Supervisor	\$ 6,236	\$ 6,548	\$ 6,875	\$ 7,219	\$ 7,580
7291	Facility Repair Worker I	\$ 4,425	\$ 4,646	\$ 4,879	\$ 5,122	\$ 5,379
7233	Facility Repair Worker II	\$ 4,880	\$ 5,124	\$ 5,380	\$ 5,649	\$ 5,932
7294	Facility Repair Worker III	\$ 5,252	\$ 5,515	\$ 5,790	\$ 6,080	\$ 6,384
7108	Fire Prevention Inspector I	\$ 6,615	\$ 6,946	\$ 7,293	\$ 7,657	\$ 8,040
7107	Fire Prevention Inspector II	\$ 7,292	\$ 7,657	\$ 8,040	\$ 8,442	\$ 8,864
7298	IT Help Desk Supervisor	\$ 6,491	\$ 6,816	\$ 7,157	\$ 7,514	\$ 7,890
7243	Librarian I	\$ 5,063	\$ 5,316	\$ 5,582	\$ 5,861	\$ 6,154
7244	Librarian II	\$ 5,318	\$ 5,584	\$ 5,863	\$ 6,156	\$ 6,464
2404	Library Aide	\$ 2,427	\$ 2,548	\$ 2,675	\$ 2,809	\$ 2,950
7246	Library Assistant I	\$ 3,333	\$ 3,500	\$ 3,675	\$ 3,859	\$ 4,052
7247	Library Assistant II	\$ 3,770	\$ 3,958	\$ 4,156	\$ 4,364	\$ 4,582
2405	Library Tech Services Supervisor	\$ 4,820	\$ 5,061	\$ 5,314	\$ 5,580	\$ 5,859
7292	Literacy Program Supervisor	\$ 5,867	\$ 6,161	\$ 6,469	\$ 6,792	\$ 7,132
7249	Mail and Stores Clerk	\$ 3,585	\$ 3,764	\$ 3,953	\$ 4,150	\$ 4,358
7255	Network Analyst	\$ 5,902	\$ 6,197	\$ 6,507	\$ 6,832	\$ 7,174
7274	Network Support Technician	\$ 4,514	\$ 4,740	\$ 4,977	\$ 5,226	\$ 5,487
7285	Office Assistant I	\$ 3,414	\$ 3,585	\$ 3,764	\$ 3,952	\$ 4,150
7284	Office Assistant II	\$ 3,857	\$ 4,050	\$ 4,252	\$ 4,465	\$ 4,688
7256	Park Equipment Mechanic	\$ 5,126	\$ 5,382	\$ 5,651	\$ 5,934	\$ 6,230
7257	Parking Attendant I	\$ 1,955	\$ 2,052	\$ 2,155	\$ 2,263	\$ 2,376
7275	Parking Attendant II	\$ 2,153	\$ 2,260	\$ 2,373	\$ 2,492	\$ 2,616
6208	Parking Enforcement Officer	\$ 4,768	\$ 5,007	\$ 5,257	\$ 5,520	\$ 5,796
6212	Parking Equipment Technician	\$ 4,536	\$ 4,763	\$ 5,001	\$ 5,251	\$ 5,513

City of San Rafael
SEIU - SALARY SCHEDULE
Effective July 1, 2020

*Note: The Salary Schedule below reflects a 5% furlough reduction for FY 20/21 (*except SRSD)*

Grade	Position	A	B	C	D	E
6209	Parking Maintenance & Collections	\$ 4,536	\$ 4,763	\$ 5,001	\$ 5,251	\$ 5,513
6211	Parking Operations Supervisor	\$ 6,236	\$ 6,547	\$ 6,875	\$ 7,218	\$ 7,579
7258	Parks & Graffiti Worker	\$ 4,114	\$ 4,320	\$ 4,536	\$ 4,763	\$ 5,001
2123	Parks Lead Maintenance Worker	\$ 5,252	\$ 5,515	\$ 5,790	\$ 6,080	\$ 6,384
7271	Parks Maintenance Supervisor	\$ 6,236	\$ 6,548	\$ 6,875	\$ 7,219	\$ 7,580
7236	Parks Maintenance Worker I	\$ 4,320	\$ 4,536	\$ 4,763	\$ 5,001	\$ 5,251
7238	Parks Maintenance Worker II	\$ 4,536	\$ 4,763	\$ 5,001	\$ 5,251	\$ 5,514
7296	Permit Services Coordinator	\$ 6,236	\$ 6,548	\$ 6,875	\$ 7,219	\$ 7,580
7261	Planning Technician	\$ 4,514	\$ 4,740	\$ 4,977	\$ 5,226	\$ 5,487
9453	Principal Planner	\$ 8,345	\$ 8,762	\$ 9,200	\$ 9,660	\$ 10,143
7234	Printing Press Operator	\$ 4,464	\$ 4,687	\$ 4,922	\$ 5,168	\$ 5,426
1201	Program Coordinator	\$ 4,744	\$ 4,981	\$ 5,230	\$ 5,492	\$ 5,766
7290	Public Works Dispatcher	\$ 4,536	\$ 4,763	\$ 5,001	\$ 5,251	\$ 5,514
7263	Revenue Supervisor	\$ 7,012	\$ 7,362	\$ 7,730	\$ 8,117	\$ 8,523
2309	Senior Building Inspector	\$ 6,858	\$ 7,201	\$ 7,561	\$ 7,939	\$ 8,335
7219	Senior Building Technician	\$ 5,235	\$ 5,497	\$ 5,772	\$ 6,060	\$ 6,363
7265	Senior Library Assistant	\$ 3,959	\$ 4,157	\$ 4,365	\$ 4,583	\$ 4,812
7264	Senior Planner	\$ 7,214	\$ 7,575	\$ 7,954	\$ 8,352	\$ 8,769
7269	Shop & Equipment Supervisor	\$ 6,236	\$ 6,548	\$ 6,875	\$ 7,219	\$ 7,580
7280	Street Lead Maintenance Worker	\$ 5,252	\$ 5,515	\$ 5,790	\$ 6,080	\$ 6,384
7209	Street Maintenance Supervisor	\$ 6,236	\$ 6,548	\$ 6,875	\$ 7,219	\$ 7,580
7250	Street Maintenance Worker I	\$ 4,320	\$ 4,536	\$ 4,763	\$ 5,001	\$ 5,251
7251	Street Maintenance Worker II	\$ 4,536	\$ 4,763	\$ 5,001	\$ 5,251	\$ 5,514
7283	Street Sweeper Operator	\$ 4,763	\$ 5,001	\$ 5,251	\$ 5,514	\$ 5,789
7245	Supervising Librarian	\$ 5,867	\$ 6,161	\$ 6,469	\$ 6,792	\$ 7,132
8523	Supervising Parking Enforcement Officer	\$ 5,362	\$ 5,630	\$ 5,912	\$ 6,207	\$ 6,518
7288	Supervising Vehicle/Equipment Mechanic	\$ 5,516	\$ 5,792	\$ 6,082	\$ 6,386	\$ 6,705
7286	Vehicle/Equipment Mechanic I	\$ 4,648	\$ 4,881	\$ 5,125	\$ 5,381	\$ 5,650
7287	Vehicle/Equipment Mechanic II	\$ 5,126	\$ 5,382	\$ 5,651	\$ 5,934	\$ 6,230
2131	Volunteer Program Assistant	\$ 4,574	\$ 4,803	\$ 5,043	\$ 5,295	\$ 5,560

*Positions in SRSD are not subject to the furlough reduction or closures. Data Analyst is subject to partial furlough due to SRSD funding.

2119	Construction Inspector (SRSD)	\$ 5,989	\$ 6,289	\$ 6,603	\$ 6,934	\$ 7,280
4210	Data Analyst I	\$ 6,025	\$ 6,326	\$ 6,643	\$ 6,975	\$ 7,324
4211	Data Analyst II	\$ 6,628	\$ 6,959	\$ 7,307	\$ 7,672	\$ 8,056
4212	Data Analyst III	\$ 7,290	\$ 7,655	\$ 8,038	\$ 8,440	\$ 8,862
2204	Sewer Lead Maintenance Worker	\$ 6,096	\$ 6,401	\$ 6,721	\$ 7,057	\$ 7,410
7266	Sewer Maintenance Worker I	\$ 4,893	\$ 5,137	\$ 5,394	\$ 5,664	\$ 5,947
7267	Sewer Maintenance Worker II	\$ 5,265	\$ 5,528	\$ 5,805	\$ 6,095	\$ 6,400
7281	Sewers Supervisor	\$ 6,891	\$ 7,236	\$ 7,598	\$ 7,977	\$ 8,376
7295	Senior Administrative Assistant (SRSD)	\$ 5,185	\$ 5,444	\$ 5,716	\$ 6,002	\$ 6,302

WCE - San Rafael
Salary Schedule
Effective July 1, 2020

*Note: The Salary Schedule below reflects a 3% furlough reduction for FY 20/21 **

Grade	Position	A	B	C	D	E
7227	Assistant Civil Engineer	\$ 7,250	\$ 7,612	\$ 7,993	\$ 8,392	\$ 8,812
7229	Associate Civil Engineer	\$ 8,003	\$ 8,403	\$ 8,823	\$ 9,264	\$ 9,727
7277	Engineering Technician I	\$ 5,138	\$ 5,395	\$ 5,665	\$ 5,948	\$ 6,245
7230	Engineering Technician II	\$ 5,806	\$ 6,097	\$ 6,401	\$ 6,721	\$ 7,057
7330	Junior Engineer	\$ 5,806	\$ 6,097	\$ 6,401	\$ 6,721	\$ 7,057
7228	Senior Associate Engineer	\$ 7,617	\$ 7,997	\$ 8,397	\$ 8,817	\$ 9,258
2311	Senior Civil Engineer (PW)	\$ 9,267	\$ 9,731	\$ 10,217	\$ 10,728	\$ 11,265
7331	Traffic Engineer	\$ 8,003	\$ 8,403	\$ 8,823	\$ 9,264	\$ 9,727
4793	Traffic Technician I	\$ 5,138	\$ 5,395	\$ 5,665	\$ 5,948	\$ 6,245
4792	Traffic Technician II	\$ 5,806	\$ 6,097	\$ 6,401	\$ 6,721	\$ 7,057

*Positions in SRSD are not subject to the furlough reduction

7330	Junior Engineer (SRSD)	\$ 5,986	\$ 6,285	\$ 6,599	\$ 6,929	\$ 7,276
7229	Associate Civil Engineer (SRSD)	\$ 8,250	\$ 8,663	\$ 9,096	\$ 9,551	\$ 10,028