



CHINO BASIN WATERMASTER

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General Manager

STAFF REPORT

DATE: May 23, 2013
TO: Watermaster Board Members
SUBJECT: Personnel Policies - Adoption of the Chino Basin Watermaster "Salary Matrix" Schedules for the periods FY 2011/2012 and FY 2012/2013.

SUMMARY

Issue: Adoption of the Chino Basin Watermaster "Salary Matrix" Schedules for the periods FY 2011/2012 and FY 2012/2013.

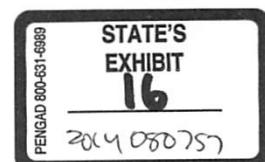
Recommendation: Approve the adopted Chino Basin Watermaster "Salary Matrix" Schedules for the periods FY 2011/2012 and FY 2012/2013.

Financial Impact: None. The "Salary Matrix" Schedules were the basis for the Chino Basin Watermaster employee salary budgets in the previous and current fiscal year.

Future Consideration
Watermaster Board: May 23, 2013; Approval (Normal Course of Business)

ACTIONS:
May 23, 2013 – Watermaster Board –

P117



WATERMAS00829

"Salary Matrix" Schedules for FY 2011/2012 and FY 2012/2013
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BACKGROUND

As part of the backup documentation for the development of the fiscal year budget, it was the past practice of Chino Basin Watermaster to develop an excel worksheet known as the "Salary Matrix" which provided the budgeted positions, job titles, the hourly, bi-weekly, monthly and annual salary information. The "Salary Matrix" was the basis of the salaries budget.

While future "Pay Schedules" are being currently addressed, the previous "Salary Matrix" from FY 2011/2012 and FY 2012/2013 have not been approved in open session by the Watermaster Board. To ensure compliance with CalPERS regulations, Watermaster is recommending Board approval of the "Salary Matrix" in open session.

ATTACHMENTS:

1. Salary Matrix - FY 2011/2012
2. Salary Matrix - FY 2012/2013

WATERMAS0083C

'Salary Matrix' Schedules for FY 2011/2012 and FY 2012/2013
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CHINO BASIN WATERMASTER						
SALARY MATRIX						
2011/2012						
GRADE	STEP	ANNUAL	MONTHLY	BI-WEEKLY	WEEKLY	HOURLY
Chief Executive Officer		175,000	14,583	6,730.77	3,365.39	84.13
		183,750	15,313	7,067.31	3,533.65	88.34
		192,500	16,079	7,420.67	3,710.34	92.76
		202,584	16,882	7,791.71	3,895.85	97.40
		212,714	17,728	8,181.29	4,090.65	102.27
		223,349	18,612	8,580.38	4,290.19	107.38
		238,000	19,833	9,192.24	4,596.12	115.15
Chief Financial Officer	A	97,109	8,092	3,734.96	1,867.48	46.89
	B	101,964	8,497	3,921.71	1,960.85	49.02
	C	107,083	8,922	4,117.90	2,058.95	51.47
	D	112,418	9,368	4,323.68	2,161.84	54.05
	E	118,057	9,838	4,539.89	2,269.93	56.75
	F	125,000	10,417	4,807.71	2,403.85	60.10
	G	132,000	11,000	5,076.96	2,538.47	63.46
Senior Environmental Engineer	A	97,800	8,150	3,781.54	1,890.77	47.02
	B	102,690	8,558	3,949.62	1,974.81	49.37
	C	107,825	8,985	4,147.10	2,073.55	51.84
	D	113,218	9,435	4,354.45	2,177.23	54.43
	E	118,877	9,905	4,572.15	2,286.09	57.15
	F	124,820	10,402	4,800.78	2,400.39	60.01
	G	131,080	10,920	5,040.00	2,520.00	63.00
Senior Engineer	A	80,481	7,540	3,480.04	1,740.02	43.50
	B	85,005	7,917	3,654.04	1,827.02	45.68
	C	89,785	8,313	3,838.74	1,919.37	47.98
	D	94,743	8,729	4,024.68	2,012.34	50.38
	E	100,000	9,165	4,220.01	2,110.00	52.88
	F	125,000	10,417	4,807.71	2,403.85	60.10
	G	132,000	11,000	5,076.96	2,538.47	63.46
Water Resource Engineer	A	63,689	5,307	2,449.59	1,224.79	30.62
	B	68,873	5,733	2,672.06	1,336.03	32.15
	C	70,217	5,851	2,700.68	1,350.33	33.78
	D	73,728	6,144	2,835.89	1,417.85	35.45
	E	77,414	6,451	2,977.48	1,488.74	37.22
	F	81,182	6,778	3,124.62	1,562.31	39.06
	G	85,000	7,167	3,280.00	1,640.00	41.00
GIS Specialist	A	61,091	5,091	2,349.64	1,174.82	29.37
	B	64,146	5,345	2,487.12	1,243.56	30.84
	C	67,362	5,613	2,630.48	1,315.24	32.38
	D	70,720	5,893	2,780.00	1,390.00	34.00
	E	74,230	6,183	2,935.89	1,467.95	35.69
	F	77,890	6,483	3,097.48	1,548.74	37.46
	G	81,600	6,793	3,264.00	1,632.00	39.30
Environmental Specialist	A	54,366	4,530	2,090.98	1,045.49	26.14
	B	57,084	4,757	2,195.53	1,097.76	27.44
	C	59,938	4,985	2,305.31	1,152.65	28.82
	D	62,925	5,245	2,420.57	1,210.29	30.26
	E	66,042	5,507	2,541.60	1,270.80	31.77
	F	69,290	5,773	2,668.48	1,334.24	33.35
	G	72,670	6,043	2,800.00	1,400.00	35.00
Executive Assistant	A	53,380	4,449	2,051.46	1,025.73	25.67
	B	56,060	4,672	2,158.13	1,079.07	26.98
	C	58,862	4,905	2,263.94	1,131.97	28.30
	D	61,808	5,150	2,377.14	1,188.57	29.71
	E	64,896	5,408	2,496.00	1,248.00	31.20
	F	68,020	5,670	2,619.00	1,309.50	32.74
	G	71,280	5,933	2,746.00	1,373.00	34.33
Accountant	A	43,560	3,630	1,675.38	837.69	20.94
	B	45,738	3,812	1,759.15	879.58	21.99
	C	48,034	4,003	1,847.46	923.73	23.09
	D	50,456	4,203	1,939.83	969.92	24.25
	E	52,997	4,413	2,036.79	1,018.41	25.46
	F	55,650	4,633	2,138.25	1,069.13	26.73
	G	58,410	4,863	2,244.00	1,122.00	28.05
Office Specialist	A	32,323	2,694	1,243.19	621.60	15.54
	B	33,939	2,828	1,305.35	652.68	16.32
	C	35,638	2,970	1,370.62	685.31	17.13
	D	37,418	3,118	1,439.20	719.60	17.99
	E	39,280	3,274	1,511.11	755.55	18.89
	F	41,210	3,435	1,586.25	793.13	19.83
	G	43,210	3,601	1,664.50	832.25	20.81
Office Assistant/Receptionist	A	25,859	2,155	994.58	497.29	12.43
	B	27,152	2,263	1,044.31	522.15	13.05
	C	28,510	2,378	1,096.52	548.26	13.71
	D	29,935	2,495	1,151.35	575.67	14.39
	E	31,432	2,619	1,208.91	604.45	15.11

CBWM_Salary Schedule_2011-2012.xls

"Salary Matrix" Schedules for FY 2011/2012 and FY 2012/2013
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CHINO BASIN WATERMASTER						
SALARY MATRIX						
2012/2013						
POSITION	STEP	ANNUAL	MONTHLY	BI-WEEKLY	WEEKLY	HOURLY
General Manager	A	179,292	14,966	6,907.38	3,453.69	86.34
	B	188,572	15,714	7,252.77	3,626.38	90.66
	C	198,000	16,500	7,518.38	3,767.69	94.18
	D	207,900	17,325	7,998.15	3,999.08	99.95
	E	218,295	18,191	8,395.96	4,197.98	104.95
Assistant General Manager	A	111,066	9,256	4,271.77	2,135.88	53.40
	B	116,619	9,718	4,465.35	2,232.67	56.07
	C	122,460	10,204	4,709.62	2,354.61	58.87
	D	128,572	10,714	4,945.08	2,472.54	61.81
	E	135,000	11,250	5,192.31	2,596.15	64.90
Chief Financial Officer	A	108,897	9,075	4,176.81	2,088.40	52.21
	B	114,027	9,502	4,365.85	2,182.63	54.82
	C	119,728	9,977	4,604.82	2,302.46	57.86
	D	125,714	10,476	4,833.15	2,417.88	60.44
	E	132,000	11,000	5,076.92	2,538.46	63.46
Sr. Environmental Engineer	A	107,807	8,984	4,148.42	2,074.21	51.83
	B	113,197	9,433	4,353.79	2,176.87	54.42
	C	118,857	9,905	4,571.42	2,285.71	57.14
	D	124,800	10,400	4,800.00	2,400.00	60.00
	E	131,040	10,920	5,040.00	2,520.00	63.00
Water Resource Engineer	A	69,669	5,807	2,449.48	1,224.79	30.82
	B	66,873	5,573	2,672.04	1,286.02	32.15
	C	70,217	5,851	2,700.65	1,350.33	33.76
	D	73,728	6,144	2,838.69	1,417.88	35.45
	E	77,414	6,451	2,977.45	1,488.73	37.22
GIS & Database Specialist	A	61,050	5,091	2,348.62	1,174.61	29.37
	B	64,145	5,345	2,467.12	1,233.66	30.84
	C	67,352	5,613	2,590.45	1,295.23	32.38
	D	70,720	5,889	2,720.00	1,360.00	34.00
	E	74,256	6,188	2,856.00	1,428.00	35.70
Environmental Specialist	A	57,087	4,757	2,186.65	1,093.83	27.45
	B	59,941	4,995	2,308.42	1,152.71	28.82
	C	62,938	5,248	2,420.69	1,210.35	30.26
	D	66,085	5,507	2,541.73	1,270.87	31.77
	E	69,399	5,782	2,668.61	1,334.40	33.38
Executive Assistant	A	59,390	4,949	2,088.48	1,028.73	25.67
	B	58,060	4,672	2,156.15	1,078.08	26.95
	C	56,883	4,908	2,283.98	1,131.98	28.30
	D	61,806	5,151	2,377.15	1,188.58	28.71
	E	64,898	5,408	2,498.09	1,248.00	31.20
Accountant	A	45,741	3,812	1,789.27	879.63	21.99
	B	48,028	4,002	1,847.25	923.62	23.09
	C	50,429	4,202	1,939.59	969.79	24.24
	D	52,950	4,413	2,056.54	1,018.27	25.46
	E	55,596	4,633	2,139.39	1,069.19	26.73
Field Operations Specialist	A	38,320	3,293	1,520.00	760.00	19.00
	B	41,496	3,458	1,596.00	798.00	19.95
	C	43,671	3,631	1,675.81	837.90	20.96
	D	45,780	3,813	1,769.62	879.81	22.00
	E	48,038	4,003	1,847.62	923.81	23.10
Office Specialist/Receptionist	A	32,323	2,694	1,243.19	621.60	15.54
	B	33,939	2,828	1,305.35	652.67	16.32
	C	35,636	2,970	1,370.62	685.31	17.13
	D	37,418	3,118	1,438.15	719.58	17.99
	E	39,289	3,274	1,511.12	755.56	18.89
Office Assistant	A	28,859	2,155	994.68	497.29	12.43
	B	27,162	2,263	1,044.31	522.15	13.05
	C	26,510	2,376	1,095.54	548.27	13.71
	D	25,936	2,495	1,151.38	578.69	14.39
	E	31,433	2,619	1,208.98	604.48	15.11