District Merit and Step Increases

Regular Board Meeting – April 12, 2023

Compensation Plan/Pay Rate Reviews

1. Rates based upon:
   a. Employee's job duties and responsibilities,
   b. Work performance,
   c. Periodic review of pay practices among similar organizations in our geographic area.
2. Pay increases are not automatic
3. Granted on the basis of progress in either meeting or surpassing performance standards since the last performance review.
4. Individual pay rates within established pay ranges are initially determined at the time of hire for new, re-employed, reinstated, demoted and promoted employees.
5. Subsequent pay rates for each employee shall be based on merit as determined by the ratings and other outcomes of their annual Employee Performance Report (EPR).

Salary Range Table

1. Established by the Board

2. Updated annually as part of the annual budget review.

3. The Board shall authorize all positions in the Basic Salary Table and shall be advised of all appointments to all positions.

4. The Board may amend or abolish a classification, and it may establish, amend or abolish provisions relating to a classification or positions within a classification.

Merit Increases

1. Salary Range Table establishes a five-step range of compensation for all District job classifications, except for five management roles.

2. Salary ranges (without steps) are established for General Manager, District Administrator, Engineering Manager, and Lab/Pretreatment Manager

3. Employee's EPR and time-in-service at the current step determine granting of a merit increase.

4. Merit increases may be granted upon recommendation of the employee's manager and approval by the General Manager.

Montecito Sanitary District Salary Range Table - Represented
Fiscal Year 2022-23

MOU Approved at 2/8/23 Board Meeting

Division	Role	EMPLOYMENT CLASSIFICATION	Step: (A) Hiring Rate Hourly	(B) After 1 Year Hourly	(C) After 2 Years Hourly	(D) After 3 Years Hourly	(E) After 4 Years Hourly
Admin	Admin Asst	Accounting/Admin. Assistant	$ 41.38	$ 43.44	$ 45.62	$ 47.90	$ 50.29
Maint	Line	Facilities Maintenance	$ 32.15	$ 33.75	$ 35.44	$ 37.21	$ 39.07
Maint	Supervisor	Chief Maintenance Mechanic	$ 45.07	$ 47.33	$ 49.69	$ 52.18	$ 54.79
Collections	Trainee	Collections Operator in Training (OIT)	$ 23.51	$ 24.69	$ 25.93	$ 27.22	$ 28.58
Collections	Line	Collections I	$ 28.69	$ 30.12	$ 31.63	$ 33.21	$ 34.87
Collections	Line	Collections II	$ 32.15	$ 33.75	$ 35.44	$ 37.21	$ 39.07
Collections	Line	Collections III	$ 36.04	$ 37.84	$ 39.73	$ 41.72	$ 43.81
Collections	Line	Collections IV	$ 39.72	$ 41.70	$ 43.79	$ 45.98	$ 48.28
Collections	Supervisor	Collections Lead Operator	$ 45.98	$ 48.28	$ 50.69	$ 53.23	$ 55.89
Ops	Trainee	Operations Operator in Training (OIT)	$ 25.76	$ 27.05	$ 28.40	$ 29.82	$ 31.31
Ops	Line	Operator I	$ 29.11	$ 30.56	$ 32.09	$ 33.70	$ 35.38
Ops	Line	Operator II	$ 32.08	$ 33.69	$ 35.37	$ 37.14	$ 39.00
Ops	Line	Operator III	$ 35.38	$ 37.15	$ 39.01	$ 40.96	$ 43.01
Ops	Line	Operator IV	$ 39.01	$ 40.96	$ 43.00	$ 45.15	$ 47.41
Ops	Line	Operator V	$ 47.59	$ 49.97	$ 52.46	$ 55.09	$ 57.84

Montecito Sanitary District Management Salary Range Table - Unrepresented
FY 2022-23 COLA TBD.

Management Group is Currently in Negotiations - Rates Unchanged Since 7/1/2020

MANAGERS			Hourly Low				Hourly High
Ops	Manager	Laboratory & Pretreatment Manager	$ 46.68				$ 61.09
Collections	Manager	Chief Plant Operator/Treatment Superintendent	$ 60.73	$ 63.77	$ 66.95	$ 70.30	$ 73.82
Ops	Manager	Operations Manager (Vacant)	$ 57.39				$ 75.11
Admin	Manager	District Administrator	$ 56.85				$ 74.41
Collections/Ops	Manager	Collections & Maintenance Superintendent	$ 62.59	$ 65.72	$ 69.01	$ 72.46	$ 76.08
Admin	Manager	Engineering Manager	$ 59.38				$ 77.72

EXECUTIVE			Hourly Rate
Admin	Executive	General Manager	$ 86.54

Discussion