

RESOLUTION NO. 23-53

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MAMMOTH LAKES, STATE OF CALIFORNIA, ESTABLISHING POSITIONS, SALARIES, BENEFITS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR SPECIFIED EMPLOYEES IN THE AT- WILL, NON-REPRESENTED POSITIONS EFFECTIVE JULY 1, 2023

WHEREAS, the Town of Mammoth Lakes (Town) has established from time to time at-will executive and specialized assistant positions to meet the operational needs of the Town; and

WHEREAS, the Town has determined that there continues the need to have specified at-will positions that are not represented by any employee association; and

WHEREAS, the Town Manager has recommended changes in compensation for at-will, executive employees to moderate the short-term and long-term financial impacts of such compensation; and

WHEREAS, the salary schedules provide information for required reporting for retirement and other purposes.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Mammoth Lakes as follows:

Section 1. This resolution supersedes all previous resolutions establishing positions, salaries, benefits, and other terms and conditions of employment for specified at-will, non-represented employees and such resolutions are hereby repealed by this reference.

Section 2. The terms and conditions provided herein and as more specifically detailed in employment agreements are for Fiscal Year 2023-24 through Fiscal Year 2025-26, unless extended by mutual agreement.

Section 3. The salary matrix and pay ranges for defined positions and related salaries will be set as listed in Attachment A, which is incorporated by reference.

Section 4. Placement in the pay range, pay adjustments, and future merit increases are subject to the terms of each agreement and Town Personnel Rules, with employees to receive pay adjustments the first full pay period of each fiscal year as follows:

- FY23-24 - 6%
- FY24-25 - 3%
- FY25-26 – 3%

Section 5. Employees will be provided general benefits as other Town employees within the similar scope of work (i.e., Public Safety, Public Works, Management) for required safety equipment and as required by outside contracts, such as those for insurances, paid leaves, retirement, and requirements of federal and state law. The following benefits are also provided:

- a. The ability to receive up to \$4,000 of a one-time bonus each fiscal year based on specific calculations tied to larger than anticipated receipt by the Town of Transient

Occupancy Taxes.

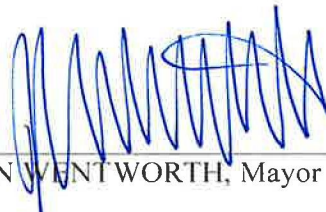
- b. A deferred compensation contribution by the Town of \$200 per month to be paid at the rate of \$100 per pay period over 24 pay periods per fiscal year.
- c. Administrative leave of eighty-eight (88) hours per fiscal year. Unused hours will not be carried over or paid out.
- d. A one-time lump sum payout of \$3,250 will be paid to each employee in the first regular pay period of July 2023.

Section 6. The Town Manager serves at the will and pleasure of the Town Council and will be provided the benefits provided herein, subject to Section 7. All other positions as specified serve at the will and pleasure of the Town Manager. Positions may be referred to as Directors, Department Heads, Managers, or Assistants in addition to the specified titles provided herein. The Town Manager is authorized to finalize and sign the employment agreements stating the terms and conditions of employment with specific details for the specified positions on behalf of the Town.

Section 7. The Town Council reserves the right to negotiate other compensation, benefits, and terms and conditions of employment for the Town Manager to be specified in any amended employment agreement for the Town Manager.

Section 8. To the extent that the changes in terms and conditions of employment for at-will, executive employees set forth herein require amendments to the individual employment agreements of affected employees, the Town Manager is authorized to sign such amendments. This authority shall be retroactive, such that any execution by the Town Manager of one or more amendments consistent with this resolution shall be deemed to have been authorized.

APPROVED AND ADOPTED this 21st day of June 2023.



JOHN WENTWORTH, Mayor

Attest:



JAMIE GRAY, Town Clerk

ATTACHMENT A

Town of Mammoth Lakes Salary Ranges For Non-Represented Employees FY23-24, FY24-25, and FY25-26

FY 2023-24: Effective July 2023	Annual Pay Range				Monthly				Hourly		
	Min	Mid	Max		Min	Mid	Max		Min	Mid	Max
HUMAN RESOURCES MANAGER	\$ 103,548	\$115,197	\$ 126,846		8,629	9,600	10,571		49.7827	55.3832	60.9838
ASSISTANT TO THE TOWN MANAGER	\$ 103,548	\$115,197	\$ 126,846		8,629	9,600	10,571		49.7827	55.3832	60.9838
PARKS AND RECREATION DIRECTOR/PIO	\$ 147,570	\$164,172	\$ 180,773		12,298	13,681	15,064		70.9471	78.9287	86.9102
ADMINISTRATIVE SERVICES/FINANCE DIRECTOR	\$ 152,885	\$170,085	\$ 187,284		12,740	14,174	15,607		73.5024	81.7714	90.0404
COMMUNITY DEVELOPMENT DIRECTOR	\$ 152,885	\$170,085	\$ 187,284		12,740	14,174	15,607		73.5024	81.7714	90.0404
PUBLIC WORKS DIRECTOR/TOWN ENGINEER	\$ 152,885	\$170,085	\$ 187,284		12,740	14,174	15,607		73.5024	81.7714	90.0404
POLICE CHIEF	\$ 160,936	\$179,041	\$ 197,147		13,411	14,920	16,429		77.3731	86.0775	94.7820
TOWN MANAGER	\$ 191,388	\$210,527	\$ 229,666		15,949	17,544	19,139		92.0135	101.2148	110.4162

FY 2024-25: Effective July 2024	Min	Mid	Max		Min	Mid	Max		Min	Mid	Max
HUMAN RESOURCES MANAGER	\$ 106,654	\$118,653	\$ 130,652		8,888	9,888	10,888		51.2762	57.0447	62.8133
ASSISTANT TO THE TOWN MANAGER	\$ 106,654	\$118,653	\$ 130,652		8,888	9,888	10,888		51.2762	57.0447	62.8133
PARKS AND RECREATION DIRECTOR/PIO	\$ 151,997	\$169,097	\$ 186,196		12,666	14,091	15,516		73.0755	81.2965	89.5175
ADMINISTRATIVE SERVICES/FINANCE DIRECTOR	\$ 157,472	\$175,187	\$ 192,903		13,123	14,599	16,075		75.7075	84.2246	92.7417
COMMUNITY DEVELOPMENT DIRECTOR	\$ 157,472	\$175,187	\$ 192,903		13,123	14,599	16,075		75.7075	84.2246	92.7417
PUBLIC WORKS DIRECTOR/TOWN ENGINEER	\$ 157,472	\$175,187	\$ 192,903		13,123	14,599	16,075		75.7075	84.2246	92.7417
POLICE CHIEF	\$ 165,764	\$184,413	\$ 203,061		13,814	15,368	16,922		79.6943	88.6599	97.6255
TOWN MANAGER	\$ 197,130	\$216,843	\$ 236,556		16,427	18,070	19,713		94.7739	104.2513	113.7286

FY 2025-26: Effective July 2025	Min	Mid	Max		Min	Mid	Max		Min	Mid	Max
HUMAN RESOURCES MANAGER	\$ 109,854	\$122,213	\$ 134,571		9,155	10,184	11,214		52.8145	58.7561	64.6977
ASSISTANT TO THE TOWN MANAGER	\$ 109,854	\$122,213	\$ 134,571		9,155	10,184	11,214		52.8145	58.7561	64.6977
PARKS AND RECREATION DIRECTOR/PIO	\$ 156,557	\$174,170	\$ 191,782		13,046	14,514	15,982		75.2678	83.7354	92.2030
ADMINISTRATIVE SERVICES/FINANCE DIRECTOR	\$ 162,196	\$180,443	\$ 198,690		13,516	15,037	16,557		77.9787	86.7513	95.5239
COMMUNITY DEVELOPMENT DIRECTOR	\$ 162,196	\$180,443	\$ 198,690		13,516	15,037	16,557		77.9787	86.7513	95.5239
PUBLIC WORKS DIRECTOR/TOWN ENGINEER	\$ 162,196	\$180,443	\$ 198,690		13,516	15,037	16,557		77.9787	86.7513	95.5239
POLICE CHIEF	\$ 170,737	\$189,945	\$ 209,153		14,228	15,829	17,429		82.0851	91.3197	100.5542
TOWN MANAGER	\$ 203,044	\$223,348	\$ 243,652		16,920	18,612	20,304		97.6171	107.3788	117.1405

STATE OF CALIFORNIA)
COUNTY OF MONO) ss.
TOWN OF MAMMOTH LAKES)

I, JAMIE GRAY, Town Clerk of the Town of Mammoth Lakes, DO HEREBY CERTIFY under penalty of perjury that the foregoing is a true and correct copy of Resolution No. 23-53 adopted by the Town Council of the Town of Mammoth Lakes, California, at a meeting thereof held on the 21st day of June 2023, by the following vote:

AYES: Councilmembers Bubser, Rea, Rice, Mayor Pro Tem Sauser, and
Mayor Wentworth

NOES: None

ABSENT: None

ABSTAIN: None

DISQUALIFICATION: None



JAMIE GRAY, Town Clerk