

**RESOLUTION 2025-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER AMENDING THE CITY'S 2024/2025 SALARY SCHEDULE TO REFLECT PREVIOUSLY APPROVED SALARY ADJUSTMENTS FOR THE CHIEF OF POLICE AND CITY ADMINISTRATOR POSITIONS**

**WHEREAS**, the City Council of the City of Exeter ("City") has previously approved an employment agreement for the *Chief of Police* on April 22, 2025, which includes specific compensation terms to be reflected in the City's Salary Schedule; and

**WHEREAS**, the employment agreement for the Chief of Police provides for a monthly salary of \$13,479, which includes the equalized Step E placement combined with the early advancement of the scheduled July 01, 2025, increase; and

**WHEREAS**, the City Council has also approved a new employment agreement for the *City Administrator*, effective May 27, 2025, which establishes the monthly salary for the position at \$15,426; and

**WHEREAS**, these compensation levels were formally approved by the City Council through executed employment contracts, and the Salary Schedule must now be amended to reflect those approved amounts for consistency, transparency, and compliance with public salary reporting requirements.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EXETER**, does hereby resolve as follows:

1. The Salary Schedule of the City of Exeter is hereby amended and attached hereto as 'Exhibit A' to reflect the following monthly salaries:
  - Chief of Police: \$13,479 per month
  - City Administrator: \$15,426 per month
2. All other terms and conditions of employment for these positions shall remain as set forth in the respective employment agreements and applicable City policies.
3. The City Administrator or their designee is authorized to take all actions necessary to implement this Resolution, including updating payroll systems and transmitting the revised Salary Schedule to applicable state agencies as required.

**PASSED, ADOPTED AND APPROVED** this 13<sup>th</sup> day of May 2025 by the following vote:

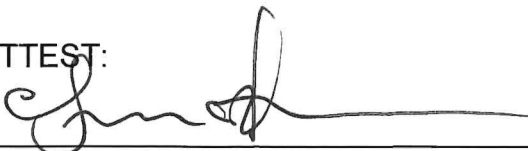
AYES: ALVES, RIDDLE, JOHNSON, LENTZ, WILSON

NOES: ∅

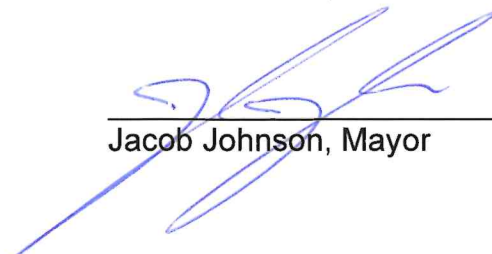
ABSTAIN: ∅

ABSENT: ∅

ATTEST:



Francesca Quintana, City Clerk

  
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Jacob Johnson, Mayor

# CITY OF EXETER FY2024-2025 SALARY SCHEDULE

Effective: 05/13/2025

MISCELLANEOUS CLASSIFICATIONS	BU	STEP A	STEP B	STEP C	STEP D	STEP E	PATTERN
City Administrator	Unrep	13,060	13,713	14,262	14,832	15,426	5,4,4,4,
Finance Director	Unrep	8,703	9,138	9,595	10,074	10,578	5*
Public Works Director	Unrep	8,219	8,630	9,061	9,515	9,990	5*
Community Services Director	Unrep	7,510	7,886	8,280	8,694	9,129	5*
City Clerk/Human Resources Manager	Unrep	6,908	7,253	7,616	7,996	8,396	5*
Operations Manager	Unrep	6,119	6,425	6,746	7,084	7,438	5*
Deputy City Clerk/Personnel Officer	Unrep	5,776	6,065	6,368	6,687	7,021	5*
Finance Manager	Unrep	6,089	6,393	6,713	7,048	7,401	5*
Chief Operator	CLOCEA	5,122	5,378	5,647	5,930	6,226	5*
Operator II, Water/Wastewater	CLOCEA	4,645	4,877	5,121	5,377	5,646	5*
Operator I, Water/Wastewater	CLOCEA	4,408	4,629	4,860	5,103	5,358	5*
Crew Leader	CLOCEA	4,241	4,453	4,675	4,909	5,155	5*
Mechanic II	CLOCEA	4,229	4,441	4,663	4,896	5,141	5*
Senior Clerk Dispatcher	CLOCEA	4,082	4,286	4,501	4,726	4,962	5*
Recreation Supervisor	CLOCEA	4,041	4,243	4,456	4,678	4,912	5*
Community Services Officer	CLOCEA	4,041	4,243	4,456	4,678	4,912	5*
Maintenance Technician	CLOCEA	3,988	4,188	4,397	4,617	4,848	5*
Skilled Maintenance Worker	CLOCEA	3,646	3,828	4,020	4,221	4,432	5*
Accounting Assistant	CLOCEA	3,611	3,791	3,981	4,180	4,389	5*
Administrative Assistant	CLOCEA	3,646	3,828	4,020	4,221	4,432	5*
Senior Administrative Assistant	CLOCEA	4,082	4,286	4,501	4,726	4,962	5*
Recreation Coordinator	CLOCEA	3,646	3,828	4,020	4,221	4,432	5*
Records Clerk	CLOCEA	3,561	3,739	3,926	4,122	4,328	5*
Animal Control/Code Enforcement	CLOCEA	3,513	3,689	3,873	4,067	4,270	5*
Maintenance I	CLOCEA	3,471	3,644	3,827	4,018	4,219	5*
Office Assistant	CLOCEA	3,150	3,308	3,473	3,647	3,829	5*
Recreation Leader	CLOCEA	3,150	3,308	3,473	3,647	3,829	5*

POLICE CLASSIFICATIONS	BU	STEP A	STEP B	STEP C	STEP D	STEP E	PATTERN
Chief of Police	Unrep	11,089	11,644	12,226	12,837	13,479	*5
Lieutenant	Unrep	7,998	8,398	8,818	9,259	9,722	*5
Sergeant	EPOA	6,311	6,627	6,958	7,307	7,672	*5
Police Officer	EPOA	4,945	5,192	5,452	5,725	6,011	*5
Police Officer Trainee	CLOCEA	4,697	4,933	5,179	5,438	5,710	*5

*E-Step Police Officer is the benchmark position upon which linked formulas are based.*

*\*\*All salaries shown are monthly amounts.*

HOURLY EMPLOYEE SALARY SCHEDULE	Effective 1/1/2020	Effective 1/1/2021	Effective 1/1/2022	Effective 1/1/2023	Effective 1/1/2024	Effective 7/1/2024	Effective 7/1/2025
Recreation Assistant	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Recreation Leader	N/A	18.00	18.00	18.00	18.00	18.00	18.00
Sport Official	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Maintenance	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Office/ Administrative I	13.00	14.00	15.00	15.50	16.00	16.00	16.50
Office/ Administrative II	15.00	16.00	17.00	17.00	17.00	17.00	17.00
Police Reserve	19.00	19.00	25.00	25.00	25.00	26.00	26.00
Special Projects and Training Coordinator				53.93	53.93	56.09	56.09

## CITY COUNCIL MEMBERS

Exeter City Council Member

\*\$10.00 per meeting not to exceed four meetings in any calendar month pursuant to

City of Exeter Municipal Code §2.04.030

**01/14/2025: Council Approved a Salary Adjustment (Resolution 2025-01)**

**SALARY INCREASE EFFECTIVE: 01/01/2025:**

Updated salary schedule to reflect the increase in minimum wage from \$16.00 to \$16.50 per hour for minimum wage earners and increase salary for exempt employees to be \$68,640 annually, or \$5,720 per month.

**10/08/2024: Council Approved a Salary Adjustment (Resolution 2024-28)**

**SALARY INCREASES:**

Updated salary schedule to show a 4.0% pay increase effective July 01, 2024 for Exeter Police Officer Association (EPOA) employees, unrepresented Middle Managers, Department Heads, and City Administrator and a 4.0% pay increase effective August 12, 2024 for California League of City Employees Associations (CLOCEA) employees, and an increase effective upon salary schedule approval by the City Council for employees in the hourly employee classifications of Police Reserve and Special Projects and Training Coordinator to reflect the increase in the full-time equivalent, as well as adopt the City's Fiscal Year 2024/2025 Personnel Allocation, and adding the classification of Senior Administrative Assistant.

**08/27/2024: Council Approved a Salary Adjustment**

**SALARY INCREASE EFFECTIVE 08/12/2024:**

Updated salary scale to show a 4.0% increase to those in the California League of City Employees Associations (CLOCEA) group.

**08/27/2024: Council Adopted a Salary Adjustment (Resolution 2024-24)**

**SALARY INCREASE EFFECTIVE 07/01/2024:**

Updated salary scale to show a 4.0% increase to the unrepresented mid-management employees.

**07/09/2024: Council Approved a Salary Adjustment**

**SALARY INCREASE EFFECTIVE 07/01/2024:**

Updated salary scale to show a 4.0% increase to the Finance Director to extend her employment contract by two-years.

**07/09/2024: Council Adopted a New MOU (Resolution 2024-19)**

**SALARY INCREASE EFFECTIVE 07/01/2024:**

Updated salary scale to show a 4.0% increase to those in the Exeter Police Officers Association (EPOA).

**06/25/2024: Council Approved a Salary Adjustment**

**SALARY INCREASE EFFECTIVE 07/01/2024:**

Updated salary scale to show a 4.0% increase to the City Administrator to extend his employment contract by two-years.

**01/23/2024: Council Adopted a Salary Adjustment (Resolution 2024-02)**

**SALARY INCREASE EFFECTIVE FIRST FULL PAY PERIOD OF JANUARY 2024:**

An updated salary scale was adopted to show a 3% increase to the Chief of Police classification effective 02/27/2023 to renew his employment contract. In addition, effective the first full pay period of January 2024, salary scale to be increased an additional 3%.

**11/14/2023: Council Affirmed Salary Increases and approved Personnel Allocation and Classifications Changes (Resolution 2023-28)**

**SALARY INCREASES:**

Updating the salary range for exempt employee classification of Deputy City Clerk/Personnel Officer position salary range from \$65,772 (annual) to \$66,650 (annual) effective January 1, 2024, due to the minimum wage increase as of 01/01/2023 from \$15.50 to \$16.00.

**ALLOCATION CHANGES:**

From 2 FTE Detectives to 3 FTE Detectives  
From 8 FTE Police Officers to 7 FTE Police Officers

**9/12/2023: Council Adopted Salary Adjustment and a Classification Changes (Resolution 2023-25)**

**CLASSIFICATION CHANGE EFFECTIVE 9/25/2023:**

Adding new classification Finance Manager and setting the rate of pay  
Deleting the classification of Financial Analyst

**SALARY INCREASES:**

Updated salary scale to show a 5% increase to the Finance Director classification effective 09/25/2023 to adopt Finance Directors employment contract.

**6/13/2023: Council Adopted a Salary Adjustment**

**SALARY INCREASE EFFECTIVE 07/03/2023:**

Updated salary scale was adopted to show a 2% increase for all BU employees, unrep middle managers, Dept Heads, and City Administrator as of 07/03/2023

**02/14/2023: Council Adopted a Salary Adjustment**

**SALARY INCREASE EFFECTIVE 02/27/2023:**

Updated salary scale was adopted to show a 3% increase to the Chief of Police classification effective 02/27/2023 to renew his employment contract.

**10/25/2022: Council Adopted Salary Adjustment and a Classifications Change (Resolution 2022-43)**

**CLASSIFICATION CHANGE EFFECTIVE 10/25/2022:**

Correcting the Police Officer Trainee (New as of 06/28/2022) bargaining unit designation from Unrepresented to CLOCEA.

**SALARY ADJUSTMENTS EFFECTIVE 12/16/2022:**

Updating the salary range for exempt employee classification of Deputy City Clerk/Personnel Officer and Financial Analyst positions salary range from \$64,468-\$79,156 (annual) to \$64,480-\$79,156 (annual) effective December 19, 2022 due to the minimum wage increase as of 01/01/2023 from \$15.00 to \$15.50.

**6/28/2022: Council Affirmed Salary Increases and approved Personnel Allocation and Classifications Changes (Resolution 2022-25)**

**ALLOCATION CHANGES:**

From 3 FTE Maintenance I to 3 FTE Maintenance I / Skilled Maintenance Worker (Flexible Allocation)  
From 1 FTE Maintenance I to 1 FTE Crew Leader

From 2 FTE Maintenance I to 2 FTE Maintenance Technician  
 From 8.0 FTE Police Officer to 8.0 FTE Police Officer/Police Officer Trainee (Flexible Allocation)

**CLASSIFICATION CHANGES:**

Adding new classifications: Maintenance Technician; Skilled Maintenance Worker; and Police Officer Trainee  
 Deleting the classifications of Maintenance II; Maintenance III and Office/Police Records Assistant.

**SALARY INCREASES:**

Affirming salary increases 2% for all BU employees, unrep middle managers, Dept Heads, and City Administrator as of 07/04/2022

Approving salary increase to hourly minimum wage from \$15.00/hr to \$15.50/hr effective 01/01/2023

Correcting PD Lieutenant Classification Step error for B-E:

DESC	B STEP	C STEP	D STEP	E STEP
Was	\$ 7,917	\$ 8,233	\$ 8,564	\$ 8,906
Corrected	\$ 7,917	\$ 8,313	\$ 8,728	\$ 9,165
<b>Inc from Corrections:</b>		<b>0.96%</b>	<b>1.92%</b>	<b>2.91%</b>

**12/14/2021 Council Approved Personnel Allocation and Classification Changes (Resolutions 2021-32 & 2021-33)**

Allocation Changes

- \*Admin-from 2.5 FTE to 3.0 FTE (Replacing 0.5 FTE OA with a Deputy City Clerk/PO)
- \*Recreation-2.0 FTE to 1.0 FTE (Delete Rec Supervisor & Rec Leader and Add Rec Coordinator-New Classification)
- \*Finance-4.0 FTE to 5.0 FTE (Add OA)
- \*PD-18.5 FTE to 19.0 FTE (Replacing a 0.5 OA with a Records Clerk)

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Net FTE changes: from 38.00 to 39.00 (increase by 1.0 FTE)

Classification Changes

Added Rec Coordinator classification with a salary range \$3,337-\$4,096 per month  
 Set Rec Leader hourly at \$18.00 per hour for 2021 and 2022 calendar years  
 Retitled Clerk Dispatcher to Records Clerk

**8/10/2021 Council Approved Salary Increase (Resolution 2021-16)**

Salary Increase: Police Reserve \$25 per hour effective July 5, 2021.

Correcting salary schedule approved by Resolution 2021-14:

- \*Added omitted classification: Community Services Officer with 3% pay increase effective July 5, 2021;
- \*Corrected typographical error for job title Records Clerk/Office Assistant.

**6/22/2021 Council Approved Salary Increases (Resolution 2021-14)**

Salary Increases: 3.0% for CLOCEA & EPOA members, Misc. Mid-Managers, Department Heads, and City Administrator effective July 5, 2021.

**5/11/2021 Council Approved New Classification (Resolution 2021-10)**

<p>New Classification: Community Services Officer.  Increase in pay for part-time employees effective January 1, 2022 (Police Reserve \$19 to \$25 per hour and California Minimum Wage Increases pursuant to State Law).</p>
<p><b>11/10/2020 Council Approved New Classification (Resolution 2020-43)</b>  New Classification: Records Clerk/Office Assistant.</p>
<p><b>7/14/2020 Council Approved Salary Increase &amp; New Classification (Resolution 2020-34)</b>  Salary Increase: 5.41% for Chief of Police effective July 6, 2020.  New Classification: Crew Leader</p>
<p><b>6/25/2019 Council Approved Salary Increases, Reclassification &amp; New Classification (Resolution 2019-18)</b>  Salary Increase: 1% for CLOCEA &amp; EPOA members, Misc. Mid-Managers, Department Heads and City Administrator effective July 1, 2019.  New Classification: Financial Analyst  Reclassification: City Clerk/Personnel Officer to City Clerk/Human Resources Manager; increase in salary range.</p>
<p><b>11/27/2018 Council Approved Salary Increases EPOA (Resolution 2018-34)</b>  Salary Increase: 1% for EPOA members effective November 12, 2018; 1.2% for EPOA members effective December 10, 2018.</p>
<p><b>8/14/2018 Council Approved Salary Increases CLOCEA (Resolution 2018-24)</b>  Salary Increase: 1% for CLOCEA members effective July 23, 2018.</p>
<p><b>7/10/2018 Council Approved Salary Increases Unrepresented Middle Managers, Department Heads and City Administrator (Resolution 2018-21)</b>  Salary Increase: 1% for unrepresented Middle Managers, Department Heads and City Administrator effective July 1, 2018.</p>