

TOWN OF SAN ANSELMO

RESOLUTION NO. 3882

A RESOLUTION REVISING RESOLUTION #3846 TO ESTABLISH SALARIES AND BENEFITS FOR PART TIME EMPLOYEES EFFECTIVE JULY 1, 2009

WHEREAS, the Town employs individuals in a part time capacity to perform ongoing work functions; and

WHEREAS, the term “part time capacity” identifies individuals who are employed with the Town on an hourly basis for an annual average of less than twenty hours per week; and

WHEREAS, the duties and responsibilities of part time employees are monitored by department managers, and further, that compensation is based on specific hours worked as recorded by employees on semi-monthly timesheets and approved by department managers;

NOW THEREFORE, BE IT HEREBY RESOLVED, that the following hourly pay rates are set:

	<u>July 1, 2009</u>
Clerical Assistant:	\$10.38—16.10
Library Assistant (on-call):	\$19.49—23.69
Library Pages (high school students):	\$8.84—11.06
Librarian (on-call):	\$25.05—34.09
Maintenance Worker:	\$18.47
Police Res Dispat/Pkg Enforce:	\$24.16—29.37
Police Reserve Officer:	\$30.10—36.58
Public Works Engineer:	\$41.73
Recreation Childcare Aide:	\$10.08—14.80
Recreation Childcare Instructor:	\$15.77—19.16

BE IT FURTHER RESOLVED, that:

- Initial placement on an hourly pay range as well as periodic increases within the range are made at the discretion of the department manager and in consideration of an

individual's knowledge and skills, prior work experience and job performance in the current position;

- Pursuant to federal law an employee who works four consecutive hours is entitled to one paid 15 minute break, an employee who works eight consecutive hours is entitled to a second paid 15 minute break, and an employee who works five or more consecutive hours is required to take an unpaid lunch break of at least 30 minutes in length;
- Positions in this classification are not eligible for paid Town holidays;
- Positions in this classification are not eligible for accrual of paid vacation leave, sick leave, or floating holidays;
- Positions identified in this classification are not eligible for Town paid employee health insurance benefits including but not limited to medical, dental, vision, life and long term disability;
- Positions in this classification are eligible for Social Security contributions including FICA and Medicare as required by law but are not eligible for membership in the Public Employees Retirement System (PERS) unless provided for by PERS membership requirements.

I hereby certify that the foregoing resolution was passed and adopted by the San Anselmo Town Council on the 28th day of June, 2009 by the following vote, to wit:

AYES: Breen, Freeman, Greene, House, Thornton

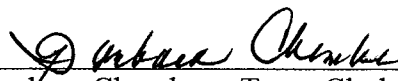
NOES: NONE

ABSENT: NONE

ABSTAIN: NONE


Peter Breen, Mayor

ATTEST:


Barbara Chambers, Town Clerk