

**SADDLE CREEK COMMUNITY SERVICES DISTRICT**  
**FY 2017/18 EMPLOYEE CLASSIFICATION & SALARY SCHEDULE**

Employee Classification	Positions 2017	Positions 2017-18		(Step 1)	(Step 2)	(Step 3)	(Step 4)
Maintenance Manager	1	1	(A)	\$72,142	\$75,749	\$79,537	\$83,514
Maintenance Supervisor	1	1	(A)	\$42,013	\$44,114	\$46,320	\$48,636
Landscape Maint. II	1	1	(H)	\$16.29	\$17.11	\$17.96	\$18.86
* Landscape Maint. I	2	3	(H)	\$14.90	\$16.31	\$17.13	\$17.98
Part-Time Maint. I	0	0	(H) (PT)	\$14.90	N/A	N/A	N/A
Accountant	1	1	(H) (PT)	\$33.33	\$35.00	\$36.75	\$38.59
CSD Clerk/Admin	1	1	(H) (PT)	\$23.00	\$24.15	\$25.36	\$26.63

(A)=Annual Salary (H)=Hourly Salary (PT) - Part time

Note: Increased by 2% COLA

Adjusted to have 5% between steps with a 2% increase to current pay.

\* Except for Landscape Maint 1 step 1 and 2 is not separated by 5%- The amounts are 2% inc to current pay

**Other**

Directors (Elected) 5 \$100 per Board Meeting Attended  
 General Manager 1 \$64,894.56 paid at \$5,407.88 per month

The Part-Time Maintenance I position is filled only when necessary to provide an adequate level of service during times when full time positions are vacant.

Saddle Creek CSD meets on the third Tuesday of each month. Directors receive a stipend of \$100 for attending the meeting. Directors who miss a meeting are not compensated. The annual stipend for a director who attends all CSD meetings is \$1,200. Paid in December.

**BENEFITS**

Upon completion of each full calendar year of employment with the District in the position of Maintenance Supervisor, the District provides a \$3,000 IRA contribution. This benefit is paid during the month of January in the year following each full calendar year of employment. All payroll costs associated with this benefit are borne by the District.

Upon completion of each full calendar year of employment with the District in the position of Maintenance Manager, the District provides a \$3,500 IRA contribution. This benefit is paid during the month of January in the year following each full calendar year of employment. All payroll costs associated with this benefit are borne by the District.

Health Insurance Benefits are provided to the following Employee Classifications after completion of 90 days full time employment with the District; 1) Maintenance Manager, 2) Maintenance Supervisor, 3) Maintenance II and 4) Maintenance I. The District does not pay for Health Insurance Coverage for 1) Employee Dependents, 2) Directors, or 3) Part-Time Employees.

Hourly Employee Vacation and Sick Leave benefits are accrued at the end of each month at a rate of \$6.67 to a maximum of 120 hours, and \$5.87 to a maximum of 60 hours, respectively.

Part time Employee Sick Leave Benefits are accrued at a rate of 1 hour per 30 hours worked. No vacation pay is accrued for employees classified as part time.