

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: SUE GALLAGHER, CITY ATTORNEY
CITY ATTORNEY'S OFFICE
JEREMIA MILLS, EMPLOYEE RELATIONS MANAGER
HUMAN RESOURCES DEPARTMENT

SUBJECT: APPROVING A CLERICAL CORRECTION TO RESOLUTION
RES-2017-146 - ADOPTION OF WAGES, HOURS AND OTHER
TERMS AND CONDITIONS OF EMPLOYMENT FOR
EMPLOYEES IN THE CITY'S UNITS 10- EXECUTIVE
MANAGEMENT, UNITS 11 AND 12 – MIDDLE MANAGEMENT
AND CONFIDENTIAL, AND AMENDING THE FISCAL YEAR 2017-
18 ADOPTED BUDGET

AGENDA ACTION: MOTION

RECOMMENDATION

It is recommended by the City Attorney's Office and Human Resources that the Council, by motion, approve a clerical correction to an operative clause within Resolution RES-2017-146 in order to correct the dates for cost of living salary increases and other benefit increases as reflected in the adopted Wages, Hours and Other Terms and Conditions of Employment.

EXECUTIVE SUMMARY

On July 18, 2017, the Council adopted Resolution RES-2017-146 adopting the recommended Wages, Hours and Other Terms and Conditions of Employment for Employees in the City's Unit 10 – Executive Management and the City's Unit 11 and 12 – Middle Management and Confidential for the period of July 1, 2017 through June 30, 2020. The Resolution also amended the City's classification plan and salary plan for permanent budgeted positions in Unit 10, Unit 11 and Unit 12 to conform the classification plan and salary plan to the increases in salary and City's contribution towards applicable retirement plans for those Units as agreed and outlined in the adopted Wages, Hours and Other Terms and Conditions of Employment. A clerical error was discovered in one of the operative clauses of the resolution which outlined the effective dates of those increases. In addition, clarifying language is needed as to the City's contributions towards applicable retirement plans. Out of an abundance of

caution, it has been determined that Resolution RES-2017-159 should be brought back to Council for approval of the correction.

BACKGROUND

Due to an inadvertent clerical error, Resolution RES-2017-146 erroneously listed incorrect effective dates for the cost of living salary increases and City's contribution increases to the applicable retirement plans as outlined in the adopted Wages, Hours and Other Terms and Conditions of Employment.

PRIOR CITY COUNCIL REVIEW

On July 18, 2017, the Council approved Resolution RES-2017-146 on the Consent calendar.

ANALYSIS

Out of an abundance of caution, it is recommended that Council, by motion, approve correction to RES-2017-146 striking:

- “• Increase the salary range beginning the first full pay period following July 1, 2017 by 3% with a contribution of 0.25% to the applicable retirement plan.
- Increase the salary range beginning on July 1, 2017 by 3% with a contribution of 0.25% to the applicable retirement plan.
- Increase the salary range beginning on July 1, 2017 by 2.5% with a contribution of 0.25% to the applicable retirement plan.”

and substituting:

- “• Increase the salary range effective the first full pay period following July 1, 2017 by 3% with a contribution by the City of one quarter percent (0.25%) of base wage to the applicable retirement plan.
- Increase the salary range effective the first full pay period following July 1, 2018 by 3% with an increase to the City's contribution of one quarter percent (0.25%) of base wage, for a total contribution by the City of one half percent (0.5%) of base wage, to the applicable retirement plan.
- Increase the salary range effective the first full pay period following July 1, 2019 by 2.5% with an increase to the City's contribution of one quarter percent (0.25%) of base wage, for a total contribution by the City of three quarters percent (0.75%) of base wage, to the applicable retirement plan.”

FISCAL IMPACT

Not applicable.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – (Redlined RES-2017-146)

CONTACT

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