

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL

SUBJECT: APPROVAL AND ADOPTION OF THE CITY'S SALARY
PLAN AND SCHEDULE

STAFF PRESENTER: GLORIA HURTADO, DEPUTY CITY MANAGER

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Human Resources Department that the Council, by resolution, approve and adopt the City's Salary Plan and Schedule.

EXECUTIVE SUMMARY

California Code Regulations Title 2, section 570.5, Requirement for a Publicly Available Pay Schedule, requires the City Council to approve and adopt a pay schedule detailing pay rates for each City classification each time it is amended in order for members' pay rates to be credited by CalPERS. Therefore, the Salary Plan and Schedule is presented for approval, including all classifications and salaries and their effective dates.

BACKGROUND

California Code of Regulations, Title 2, Subchapter 1, Employees' Retirement System Regulations section 570.5 requires a member agency's pay schedule to be approved and adopted as a standalone document detailing the pay rates for each agency position each time it is updated.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

Council previously approved Resolutions and Ordinances that authorized a 3% Cost of Living Adjustment for the following City Employee bargaining units to become effective on July 8, 2018:

<u>Resolution or Ordinance No.</u>	<u>Date</u>	<u>Unit</u>
RES-2017-125	7/11/2017	Unit 3 - Maintenance
RES-2017-126	7/11/2017	Unit 4 - Support Services
RES-2017-127	7/11/2017	Unit 5 - Police Officers
RES-2017-126	7/11/2017	Unit 6 - Professional
RES-2017-126	7/11/2017	Unit 7 - Technical
RES-2017-128	7/11/2017	Unit 8 - Transit
RES-2017-146	7/11/2017	Unit 10 - Executive Management
RES-2017-146	7/11/2017	Unit 11 - Middle Management
RES-2017-146	7/11/2017	Unit 12 - Confidential
RES-2017-129	7/11/2017	Unit 13 - Mechanics
RES-2017-130	7/11/2017	Unit 14 - Police Civilian Technical Unit
RES-2017-131	7/11/2017	Unit 16 - Utility Systems Operators
RES-2017-132	7/11/2017	Unit 18 - Miscellaneous Mid-Management
RES-2017-147	7/18/2017	Unit 9 - Police Safety Management
RES-2017-145	7/18/2017	Unit 17 - Professional Attorneys
RES-2017-181	9/19/2017	Unit 9 - Fire Safety Management
ORD-2018-016	7/10/2018	Unit 15 - City Manager
ORD-2018-017	7/10/2018	Unit 15 - City Attorney

In addition, RES-2017-127 referenced above authorized a .5% equity adjustment for Unit 5-Police Officers to become effective July 8, 2018.

With Resolution No. RES-2018-149 on September 4, 2018, Council approved the new classification and salary of Principal Human Resources Analyst.

As authorized by Resolution No. 25383, the City Manager has approved adjustments to temporary employee classification pay rates that will become effective December 23, 2018 as a result of increases in the minimum wage.

In order to fully comply with California Code Regulations section 570.5, the attached Salary Plan and Schedule is attached reflecting these salary updates for Council's approval and adoption. There are no additional changes to the Salary Schedule and no additional funding is requested.

FISCAL IMPACT

None.

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

- Resolution/Exhibit A, Salary Plan and Schedule

CONTACT

Gloria Hurtado, Deputy City Manager; Ghurtado@srcity.org, 707/543-3021.