

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: JOANNE NARLOCH, INTERIM HUMAN RESOURCES
DIRECTOR

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. This update is a requirement per California Code of Regulations, Title 2, Subchapter 1, Employees' Retirement System Regulations section 570.5.

EXECUTIVE SUMMARY

California Code Regulation 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 in order for members' pay rates to be credited by CalPERS, each time it is amended. 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

With Resolution Nos. RES-2017-207 and RES-2017-214 on October 24, 2017, Council adopted an amended Salary Schedule. Subsequent to its adoption, it was discovered that the salary steps listed for the Department Information Technology Supervisor classification are incorrect. The annual salary steps listed are:

86,487	90,806	95,347	100,125	105,142
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The correct annual salary steps are:

88,649	93,076	97,731	102,628	107,771
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With Ordinance No. ORD-2017-023 on December 12, 2017, Council approved increasing the compensation of the City Manager by providing a 3% Cost of Living Adjustment, effective July 9, 2017.

With Resolution No. RES-2017-129 on July 11, 2017, Council approved the Memoranda of Understanding with Unit 13 – Mechanics, which included a 3% Cost of Living Adjustment effective the first pay period after January 1, 2018.

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

Irene Carranza-Medina, Administrative Secretary, 543-3107 or icarranza-medina@srcity.org.