

Agenda Report

DATE: May 12, 2003

TO: City Council

FROM: Cynthia J. Kurtz, City Manager

SUBJECT: Adoption of a Resolution Amending the Salary Resolution Relating to Salaries and Benefits for Various Non-Management Non-Represented Classifications

RECOMMENDATION:

It is recommended that the City Council adopt the attached Resolution amending the Salary Resolution, in order to:

1. Provide an adjustment of 3.5% to the salary control rates effective October 7, 2002, an additional 3.5% effective October 6 2003, and an additional 3.5% effective October 4, 2004, for the various classifications in the categories of Technical and Administrative, Confidential-Clerical, Non-Represented, and Hourly; and,
2. Provide for equity adjustments reflected in the attached Exhibits to the Resolution to the classifications of Jr. Lifeguard, Lifeguard, Sr. Lifeguard, Instructor I, Planning Aide, and Substance Abuse Counselor, based on survey data and internal salary relationships, effective the beginning of the first pay period following adoption of this Resolution; and,
3. Provide for Employee Option Benefit Fund (EOBF) contributions in the amount of \$622.16 per employee per month, effective January 1, 2003; and,
4. Amend the City's contract with CalPERS to provide for Service Credit for Unused Sick Leave, at such time as agreement with all non-safety bargaining units is reached; and,
5. Provide for the accrual of vacation, sick leave and holiday time on a pro-rata basis for part-time employees working 20 or more hours a weeks (e.g., employees working 20 hours per week shall receive 50% of full-time leave accruals; employees working 30 hours per week shall receive 75% of full-time leave accruals).

It is further recommended that the City Council authorize a journal voucher to implement these adjustments.

BACKGROUND:

The City has recently approved a Memorandum of Understanding with the Pasadena Association of Clerical and Technical Employees, which represents various non-management classifications. In order to maintain internal salary equity among similar classifications, staff recommends control rate increases for 341 employees who are not represented by a union. The recommended salary and benefit adjustments and effective dates noted above are equivalent to the adjustments implemented for related classifications represented by PACTE.


FISCAL IMPACT:

The fiscal impact of this action is estimated to be \$624,000 for the twelve-month period beginning October 2002. The costs for the subsequent two years covered by this Resolution will depend on future increases in medical insurance premiums, which are unknown at this time. Sufficient Funds are available in the Personnel Services Reserves to cover the costs of the salary and benefit adjustments, and additional appropriations are not required.

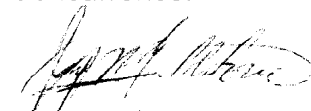
Respectfully Submitted,


CYNTHIA J. KURTZ
City Manager

Approved:


KARYN S. EZELL
Director of Human Resources

Concurrence:


JAY M. GOLDSTONE
Director of Finance