

Agenda Report

July 23, 2001

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 Unrepresented Classifications; and Adoption of a Resolution to Pay and Report the Value of the Employer Paid Member Contribution to PERS.

RECOMMENDATION:

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

1. Provide adjustments to the salary control rates effective April 24, 2000, and benefit enhancements effective January 1, 2001, for various classifications in the categories of Management Executive, Top, Middle and Professional, Technical and Administrative, Confidential-Clerical, Non-Represented, and Hourly; and,
2. Provide adjustments to the salary control rates effective July 2, 2001, for the classifications of Police Lieutenant, Police Commander (Sworn), Police Commander (Non-Sworn), and Assistant City Attorney (Confidential).

It is recommended that the salary for the Field Representatives be adjusted to \$25.15 effective April 24, 2000, with an additional increase of 3% effective March 26, 2001, and an increase of 3% effective March 25, 2002; which will re-establish the tie with the PMA classification of Management Analyst III, in compliance with Resolution No. 6062, relating to the employment of Field Representatives.

It is recommended that the City Council adopt the attached Resolution to pay and report the value of employer paid member contributions to the California Public Employees Retirement System as additional compensation.

It is further recommended that the City Council authorize the Director of Finance to prepare a journal voucher allocating funds from the Personnel Services Reserve to the affected General Fund budgets and from the respective unappropriated fund balance to the various non-General Fund budgets.

BACKGROUND:

The City has recently implemented market equity adjustments for classifications represented by the Pasadena Management Association (PMA), with the purpose of raising control rates to the 75th percentile of the market over the course of a three-year period. In order to maintain internal salary equity among management classifications, staff recommends control rate increases for 13 employees in 11 management classifications which are not represented by a union.

The employment of Council Field Representatives is governed by Resolution No. 6062, which provides for salary increases equivalent to "the general percentage increase granted to management employees." Since the PMA market equity adjustments provided differing increases for several classifications, based on the survey data, this action by Council "ties" the Field Representative salary rate to that of the Management Analyst III, the classification which most closely matches the Field Representative job duties.

The recommended adjustments and effective dates noted in item 1., above, are equivalent to the adjustments implemented for related classifications represented by PMA.

The control rate adjustments recommended for Police Lieutenant, Police Commander, and Assistant City Attorney are based on salary surveys conducted this month, which found these classifications to be below market. These classifications are not related to any of the PMA classes, and received a market adjustment last year, unlike the classes noted above. The control rate adjustments, which will bring these classes to the 75th percentile, are therefore recommended with an effective date of July 2, 2001.

Benefit enhancements are recommended for all 147 unrepresented employees. These enhancements will bring these benefits for unrepresented employees to the level granted to the unions in negotiations, and based on a market review of benefits, will keep the City's benefit offerings competitive with those of similar public agencies. The modification of compensation reported to PERS, one of the benefit enhancements included in the Salary Resolution amendment, requires the adoption of a separate Resolution under PERS rules. This second Resolution implementing this benefit is also attached for Council action.

It should be noted that the Field Representatives receive health benefits at the level provided to PMA employees, in accordance with Resolution No. 6062, and it is therefore not necessary that they be included in this action.


FISCAL IMPACT:

The maximum fiscal impact for the control rate adjustments for the classes related to PMA (item 1., above) is estimated to be \$119,900. The maximum fiscal impact for the control rate adjustments for the classes of Police Lieutenant, Police Commander and Assistant City Attorney is estimated to be \$119,600. These are adjustments to control rates only, and not to individual salaries. Increases to individual employees will be awarded based upon performance. The annual cost for the benefit enhancements is estimated to be \$122,200.

The fiscal impact of the adjustment of the Field Representative salary is estimated to be approximately \$33,000.

Funds are available within each department budget, in the Personnel Services Reserves, and in the unappropriated fund balances for the non-general fund operations, to cover the costs of the salary and benefit adjustments.

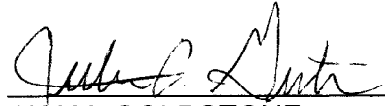
Respectfully Submitted,


CYNTHIA J. KURTZ
City Manager

Approved:


KARYN S. EZELL
Director of Human Resources

Concurrence:


FOR JAY M. GOLDSTONE
Director of Finance