

Agenda Report

May 1, 2006

TO: City Council

FROM: City Manager

RE: ADOPTION OF A RESOLUTION AMENDING THE SALARY RESOLUTION ESTABLISHING SALARY AND BENEFITS FOR THE UNREPRESENTED TOP, MIDDLE AND PROFESSIONAL MANAGEMENT GROUPS

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached Resolution amending the Salary Resolution to:
 - a) Provide for a 3.4% adjustment effective April 4, 2005 for the various classifications in the Unrepresented Top, Middle and Professional groups, to the control rates noted in the attached Resolution; a 3.2% adjustment effective April 3, 2006, and a 2.9% adjustment effective April 2, 2007; and,
 - b) Provide for equity adjustments effective April 4, 2005 to the classifications of Chief Information Technology Officer, Budget Administrator, City Treasurer, City Auditor, Human Resources Manager, Finance and Management Services Administrator Deputy Finance Director, Sr. Assistant City Attorney, Assistant City Attorney, Deputy City Attorney, Safety Officer, Workers' Compensation Supervisor, Police Supervisor, Police Administrator, and Forensics Services Supervisor, as reflected in the attached Resolution; and,
 - c) Increase dependent dental contributions from \$30 to \$40 per employee per month effective April 2005; and,
 - d) Provide that health contributions will remain at the same level until the least expensive family plan rate exceeds the contribution; thereafter the existing escalator clause shall apply; and,

2. Approve a journal voucher transferring funds from the Personnel Services Reserve to the affected General Fund budgets and from the unappropriated fund balances to the various non-General Fund budgets.

BACKGROUND:

Unrepresented Top, Middle and Professional Management are classifications which are not represented by a union, but whose titles and compensation are established by Resolution of the City Council. The proposed Resolution amending the Salary Resolution will adjust salaries and benefits for 71 employees in these classifications.

The recommended salary and benefit adjustments reflect recent market surveys, and internal salary relationships. The salary adjustments will be applied to the salary control rates; individual salary adjustments will be based on performance. No individual salary adjustment will be made where a "Needs Improvement" evaluation exists.

FISCAL IMPACT:

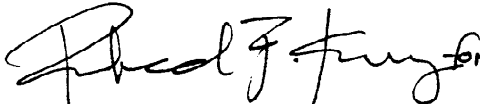
The total first year fiscal impact is estimated to be approximately \$394,200; the fiscal impact of the three-year package is estimated to be approximately \$924,300.

Respectfully Submitted,



CYNTHIA J. KURTZ,
City Manager

Prepared By:



KARYN S. EZELL
Director of Human Resources

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASADENA
AMENDING THE SALARY RESOLUTION ESTABLISHING SALARY CONTROL
RATES AND BENEFITS FOR UNREPRESENTED TOP, MIDDLE AND
PROFESSIONAL MANAGEMENT CLASSIFICATIONS

BE IT RESOLVED by the City Council of the City of Pasadena that the Salary Resolution is amended as follows:

SECTION 1. Page 3.10-E-1 is amended to reflect the following adjusted salary control rates, effective April 4, 2005:

<u>Classification</u>	<u>Control Rate</u>
Assistant City Attorney (Confidential)	138,684
Assistant General Manager of Water & Power	152,833
Budget Administrator	114,879
Chief Information Technology Officer	128,324
City Auditor	114,879
Deputy Finance Director	128,380
Finance and Management Services Administrator	114,879
Fire Bureau Chief	146,545
Health Officer	153,153
Human Resources Manager	114,879
Senior Assistant City Attorney	152,552
Senior Assistant City Clerk	92,699
Senior Deputy City Attorney	113,004

SECTION 2. Page 3.15-E-1 is amended to reflect the following adjusted salary control rates, effective April 4, 2005:

<u>Classification</u>	<u>Control Rate</u>
Administrative Legal Secretary	63,814
Applications Development & Services Supervisor	103,924
City Treasurer	118,442
Forensic Services Supervisor	81,309
Information Technology Operations Manager	111,125
Management Analyst V (Confidential)	92,699
Payroll Services Manager	98,604
Police Administrator	92,063
Police Supervisor	62,224
Public Information Officer	92,700
Telecommunications Manager	103,924
Nurse Practitioner	89,910

SECTION 3. Page 3.20-E-1 is amended to reflect the following adjusted salary control rates, effective April 4, 2005:

<u>Classification</u>	<u>Control Rate</u>
Administrative Assistant to the City Manager	57,439
Administrative Assistant to the Mayor/Council	61,396
Deputy City Attorney	93,983
Epidemiologist	83,253
Executive Secretary (Confidential)	53,872
Executive Secretary (Shorthand/Confidential)	55,423
Management Analyst I (Confidential)	56,904
Management Analyst II (Confidential)	62,808
Management Analyst III (Confidential)	73,133
Management Analyst IV (Confidential)	83,980
Safety Officer	87,757

SECTION 4. The salary control rates listed in Sections 1., 2. and 3. herein shall be increased by 3.2% effective April 3, 2007, and by an additional 2.9% effective April 2, 2007.

SECTION 5. Section I. C. of Salary Resolution Exhibits 3.10.01, 3.15.01 and 3.20.01 is amended to add the following:

Retirement Enhancement and Cost Sharing for Miscellaneous Non-Safety Employees:

a. Plan: The City agrees to contract for 2.5%@55 for implementation as provided herein. 2.5%@55 shall be subject to a vote of all miscellaneous employees as required by PERS. If the miscellaneous employees vote to approve the amendment to the PERS plan, they shall pay a portion of the cost by paying a portion of their own Employee Normal Contribution as provided below.

b. Plan Effective Date: The plan agreed to by the parties shall be implemented on January 1, 2007.

c. Employee Payment:

1. Effective July 1, 2006, employees pay 2.2% of salary.
2. Effective July 1, 2007, employees pay an additional 1.4%, for a total of 3.6% of salary.

d. Pre-Tax: All employee contributions shall be made on a pre-tax basis and credited to the employee's PERS member account.

e. Market Volatility: No change based on market volatility. The City shall absorb all increases due to market volatility and shall receive the benefit of all reductions due to market volatility.

f. Other PERS Optional Benefits:

1. Credit for Unused Sick Leave (Government Code Section 20965) shall be implemented as soon as administratively possible after adoption of this Resolution.

2. Military Service Credit Buy Back (§21024) shall be implemented as soon as administratively possible after adoption of this Resolution.

3. Pre-Retirement Optional Settlement 2 Death Benefit (§21548) shall be implemented as soon as administratively possible after adoption of this Resolution.

4. Fourth Level of 1959 Survivor Benefits (§24574) shall be implemented as soon as administratively possible after adoption of this Resolution.

g. Full Understanding: The parties agree that until June 30, 2009, neither party shall be required to consider an enhanced retirement plan, retirement contributions, or any PERS optional benefit.

SECTION 6. Section I.B. of Salary Resolution Exhibits 3.10.02, 3.15.02 and 3.20.02 is amended to increase the dependent dental contribution to \$40 per employee per month for those employees who are employed in classifications listed in Sections 1., 2., and 3. herein, and who regularly work 30 or more hours per week.

SECTION 7. Section I.C. of Salary Resolution Exhibits 3.10.02, 3.15.02 and 3.20.02 is amended to provide that the Employee Option Benefit Fund contribution in effect January 1, 2006 shall remain at the same amount until such time as the premium for the least expensive family plan offered by the City to its employees exceeds the City's EOBF contribution, plus the City's payment towards the health insurance administration fee provided for elsewhere in the Salary Resolution. Thereafter, the City's EOBF contribution will be increased by an amount equal to 75% of the average dollar increase in the premiums for the plans offered.

This amendment shall be effective as of April 4, 2005.

Adopted by the following vote at the meeting of the City Council on April 10, 2006:

AYES:

NOES:

ABSTAIN:

ABSENT:

Approved as to Form:

Jane Rodriguez, City Clerk



Hugh A. Halford, Asst. City Attorney