

Agenda Report

December 15, 2025

TO: Honorable Mayor and City Council

FROM: Human Resources Department

SUBJECT: ADOPT A RESOLUTION UPDATING THE SALARIES OF THREE EXISTING CLASSIFICATIONS REPRESENTED BY PMA AND PROVIDE A ONE-TIME LUMP SUM PAYMENT TO PFFA

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action in the agenda report is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15061(b)(3) "Common Sense" exemption; and
2. Adopt a Resolution updating the salaries of three existing classifications represented by PMA and provide a one-time lump sum payment to PFFA.

BACKGROUND:

The Human Resources Department's Labor Relations and Classification & Compensation Division is responsible for managing classification and compensation work for the City. Periodically there is a need to update or add job classifications and salary rates as duties and the operational needs of the City change over time and the marketplace adjusts. The City's Manual of Personnel & Administrative Rules establishes a comprehensive process for classification submission in which the Human Resources Department reviews, approves, and provides recommendations on classification requests.

A provision in the Memorandum of Understanding (MOU) between the City and Pasadena Fire Fighters Association (PFFA) also provides a labor market compensation study for PFFA classifications in July 2025, to review EMT and Paramedic compensation in order to ensure compensation remains competitive with the market. The labor market compensation study shows all PFFA classifications to be behind market. Due to fiscal uncertainty and in lieu of the implementation of the market study adjustments, the represented employees will receive a one-time, lump sum payment equal to the value of 2% in base salary.

Tuhe Department of Water and Power requested a compensation review of the Electrical Test and Construction Manager, Power Dispatching Manager, and Transmission and Distribution Manager to ensure continued competitiveness in the marketplace and to create standardized differentials. The following classifications were reviewed:

Electrical Test and Construction Manager
Power Dispatching Manager
Transmission and Distribution Manager

As a result of the reviews above, Human Resources recommends updating the salary control rate of three existing classifications. The recommended salary control rates for all classifications were determined following an analysis of comparable classifications in the labor market and/or an analysis of internal alignment with comparable classifications within the City, as well as each department's ability to absorb the increases in the current operating budget appropriations. All recommended changes are intended to support the City's ability to recruit and retain skilled personnel in a competitive labor market. These recommendations also provide standard differentials and alignments between the levels in the series. This action does not require any additional FTEs.

Power Delivery Business Unit

Electrical Test and Construction Manager: Establish a new control rate of \$223,968 for the existing classification of Electrical Test and Construction Manager. The existing control rate is \$208,265.

Power Dispatching Manager: Establish a new control rate of \$223,968 for the existing classification of Power Dispatching Manager. The existing control rate is \$208,265.

Transmission and Distribution Manager: Establish a new control rate of \$235,166 for the existing classification of Transmission and Distribution Manager. The existing control rate is \$229,092.

The Electrical Test and Construction Manager, Power Dispatching Manager, and Transmission and Distribution Manager are represented by the Pasadena Management Association.

COUNCIL POLICY CONSIDERATION:

Approval of staff's recommendation supports the City Council's strategic goals of maintaining fiscal responsibility and stability by periodically reviewing and updating the classifications and salaries of City employees.

ENVIRONMENTAL ANALYSIS:

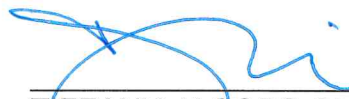
The proposed action is exempt from the CEQA pursuant to State CEQA Guidelines

Section 15061 (b) (3), the "common sense" provision of CEQA (formerly the general rule), which applies to projects which may have the potential for causing a significant effect on the environment. The proposed action will not result in any new development or physical changes.

FISCAL IMPACT:

The approval and implementation of the updated salaries will have a fiscal impact of up to \$526,155 in FY 2026 (pro-rated), which includes a one-time cost of approximately \$496,798, and an ongoing cost of up to \$54,520 in FY 2027. Approximately 5.58% (\$29,357) of the costs will impact the Light and Power Fund and the remaining 94.42% (\$496,798) will impact the General Fund. The costs will be absorbed within the annual operating budget of each respective department. However, staff will monitor personnel expenses and request additional appropriations during the fiscal year if necessary.

Respectfully Submitted,



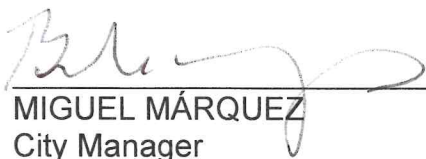
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Human Resources Director

Prepared by:



Sarah Wong
Human Resources Analyst

Approved by:



MIGUEL MÁRQUEZ
City Manager

Attachments:

Attachment A – Resolution updating the salaries of three existing classifications