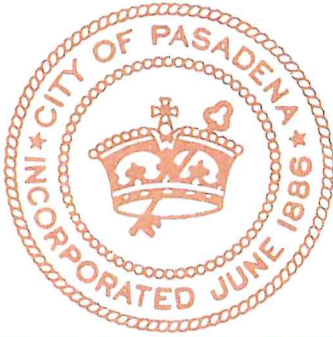




Agenda Report

September 29, 2026

TO: Honorable Mayor and City Council

FROM: Human Resources Department

SUBJECT: ADOPT THE SALARY RESOLUTIONS FOR NON-REPRESENTED MANAGEMENT AND EXECUTIVE MANAGEMENT EMPLOYEES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action in the agenda report is exempt from the California Public Resources Code Section 21065 and within the meaning of California Environmental Quality Act ("CEQA") Guidelines Section 15378(b);
2. Adopt the Non-Represented Management Salary Resolution; and
3. Adopt the Executive Management Salary Resolution.

BACKGROUND:

The City Council establishes by resolution the salaries and benefits for classifications that are not represented by an employee association or union. The City Council may adopt these resolutions as necessary to make adjustments to wages, benefits, and working conditions for non-represented employees.

It is recommended that Sworn Police Management receive a salary adjustment to maintain current differentials between classifications following the implementation of the most recent Memoranda of Understanding (MOUs) for the Pasadena Police Officers Association and Pasadena Police Lieutenants Association. The classifications identified below are recommended for an increase to preserve internal alignment and support the City's ability to recruit and retain personnel.

The Human Resources Department also recommends establishing a premium pay for the District Liaison assigned to the Mayor. The Mayor's District Liaison is responsible for issues spanning the entire City, whereas Council District Liaisons focus on one of seven districts. This role requires a comprehensive understanding of the stakeholders,

priorities, and needs of all seven Council Districts, as well as the ability to resolve escalated matters from other District Liaisons. In addition, the Mayor's District Liaison regularly engages with high-level stakeholders, including regional agencies, state and federal partners, and, when appropriate, international delegations. The position also coordinates major citywide events and initiatives.

To reflect these broader responsibilities, a seven percent (7%) premium pay is recommended. This aligns with the premium pay provided to the Senior Executive Assistant who supports the City Manager.

The changes to the non-represented employee resolutions are summarized as follows:

Executive Management:

1. Salary Increases:

- a. Effective the pay period following Council approval, the Police Chief classification will receive a 4.71% wage increase.

The Executive Management Salary Resolution includes additional non-economic language changes, including routine annual updates to medical benefit contribution rates.

Non-Represented Management:

1. Salary Increases:

- a. Effective the pay period following Council approval, the following classifications will receive a 4.71% wage increase:
 - i. Deputy Police Chief
 - ii. Police Commander

2. Premium Pay:

- a. Effective the pay period following Council approval, a District Liaison, when assigned to work for the Mayor, shall receive assignment premium pay of 7% of base pay. This pay is not reportable to CalPERS as special compensation.

The Non-Represented Management Salary Resolution also includes additional non-economic language changes, including routine annual updates to medical benefit contribution rates.

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 salaries and benefits of non-represented City employees.

ENVIRONMENTAL ANALYSIS:

The proposed action is not a "project" subject to the California Public Resources Code Section 21065 and within the meaning of California Environmental Quality Act ("CEQA") Guidelines Section 15378(b). The proposed action constitutes a continuing administrative or organizational activity that will not result in a direct or reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT:

The fully burdened fiscal impact of the recommended changes to the Salary Resolutions for FY 2027 is estimated at \$101,200, with ongoing expenses of approximately \$138,500 annually in future fiscal years. One hundred percent (100%) of the costs will impact the General Fund. The FY 2027 Operating Budget includes additional funding in anticipation of wage increases. However, staff will monitor personnel expenses and request a supplemental appropriation during the fiscal year if necessary.

Respectfully submitted,



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Human Resources Director

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Approved by:



MATTHEW E. HAWKESWORTH
Interim City Manager

Attachments:

Attachment A – Non-Represented Management Salary Resolution

Attachment B – Executive Management Salary Resolution