



# Staff Report

## City Council

Item No. {{section.number}}.H

**Meeting Date:** September 11, 2024

**From:** Eugenia Torres, HR Manager

**Title:** Approve a Resolution Adopting an Updated City-Wide Salary Schedule

### **RECOMMENDATION:**

To adopt a resolution approving city-wide publicly available pay schedules in compliance with California Code of Regulations, Title 2, Sections 570.5, 571, and 571.1. This resolution will supersede all previous resolutions regarding job classifications and compensation levels to the extent they conflict with this new recommendation.

### **BACKGROUND:**

The California Public Employees' Retirement System (CalPERS) requires all public agencies to establish and maintain publicly available pay schedules for all positions. This requirement is outlined in the California Code of Regulations (CCR), Title 2, Sections 570.5, and 571.1.

The city has previously addressed job classifications and compensation levels through various resolutions. However, to ensure full compliance with current CalPERS regulations and to provide a comprehensive, up-to-date pay schedule, it is necessary to adopt a new resolution that consolidates and updates this information.

This new resolution will create a single authoritative source for the city's pay schedules, making it easier for the public to access this information and for the city to maintain compliance with state regulations. It will also streamline the process of updating and managing pay information in the future.

By adopting this resolution, the City Council will demonstrate its commitment to transparency, regulatory compliance, and effective governance in matters of public employee compensation.

### **DISCUSSION:**

The proposed resolution includes several key adjustments to the city's pay schedules, addressing market competitiveness and operational needs. These changes are as follows:

1. Deputy Fire Chief Salary Adjustment. The salary range for the Deputy Fire Chief

position is being adjusted to better align with current market rates. This adjustment is necessary to:

- Ensure competitive compensation to attract and retain top talent
  - Maintain internal equity within the Fire Department's leadership structure
  - Reflect the increased responsibilities and complexities of the role
2. Deputy Police Chief Salary Adjustment. Similarly, the Deputy Police Chief's salary range is being updated to reflect current market conditions. This adjustment aims to:
- Keep pace with compensation offered by comparable jurisdictions
  - Recognize the critical nature of this leadership position in public safety
  - Support succession planning within the Police Department
3. Addition of Limited Term Fire Battalion Chief. A new Limited Term Fire Battalion Chief position is being introduced to the pay schedule. This addition:
- Provides flexibility to address temporary staffing needs or special projects
  - Allows for mentorship and leadership development opportunities within the department
  - Enhances the Fire Department's ability to manage peak workloads or temporary vacancies
4. Adjustment to Limited Term Dispatcher Salary. The salary for Limited Term Dispatchers is being revised to:
- Better compete in the challenging market for qualified emergency dispatchers
  - Provide fair compensation for these critical, high-stress positions
  - Support recruitment efforts for both limited term and permanent dispatcher roles

These adjustments have been carefully considered to balance fiscal responsibility with the need to maintain competitive and fair compensation. The changes reflect current market conditions in the public safety sector and are designed to support the city's ability to recruit and retain high-quality personnel in these critical roles.

It's important to note that these adjustments are part of the city's ongoing efforts to regularly review and update its pay schedules. This ensures compliance with CalPERS regulations and maintains the city's position as an employer of choice.

The Human Resources Department has conducted thorough market research and internal analyzes to support these recommendations.

#### **FISCAL IMPACT:**

None

#### **FIVE-YEAR STRATEGIC PLAN:**

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## Goal A – SERVE THE COMMUNITY WITH PRIDE AND DEDICATION

Objective: Through diversity, equity, and inclusion driven employee programs and experiences, Cathedral City is the employer of choice with a workforce that is engaged motivated, and respected public stewards.

### **ATTACHMENTS:**

1. Resolution
2. Salary Schedules