



Staff Report

City Council

Item No. {{section.number}}.D

Meeting Date: December 11, 2024

From: Eugenia Torres, Human Resources 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, 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's commitment to transparent and compliant compensation practices requires regular review and updates of our publicly available pay schedules. This resolution addresses multiple regulatory requirements and operational needs while ensuring continued organizational effectiveness.

Historical Context

- Previous Resolution No. 2024-38 (adopted September 11, 2024) approved a city-wide publicly available pay schedule
- This update consolidates all subsequent amendments and modifications

This resolution represents the culmination of these various analyses and considerations, providing a comprehensive update to ensure the City's compensation structure remains competitive, compliant, and aligned with organizational objectives.

DISCUSSION:

The proposed resolution includes several strategic adjustments to the City's pay schedules, reflecting our commitment to maintaining competitive compensation while ensuring

operational excellence. These changes are based on comprehensive market analysis, internal equity considerations, and operational requirements. These changes are as follows:

EXHIBIT A (Effective January 5, 2025)

- AFSCME Salary Adjustments

- 2.5% COLA Increase
 - In accordance with negotiated agreements and to maintain pace with current economic conditions
- Addition of Senior Facilities Maintenance Worker
 - Enhance the maintenance team's capabilities
 - Provide advanced technical expertise
 - Ensure proper upkeep of city facilities while offering career advancement opportunities within the department
- Addition of Building Inspector II
 - Inadvertently omitted from the original salary schedule

EXHIBIT B (Effective December 22, 2024)

- Non-Represented Employee Adjustments:

- Creation of a Director of Human Resources salary range
 - Establish executive-level leadership for comprehensive HR operations and strategic workforce initiatives
 - Enhance organizational development and employee relations through dedicated HR oversight
 - Ensure effective management of recruitment, benefits, and compliance programs
- Flexibility of Limited, Part-time, and Temporary position statuses
 - Ability to structure as operational needs arise to optimize workforce flexibility
 - Maintain operational efficiency while managing costs effectively
- Adjustment to Deputy City Clerk Salary Range
 - Align with market standards
 - Ensure competitive recruitment and retention within the City Clerk's office
- Adjustment to City Clerk Salary
 - Maintain parity with comparable municipalities
 - Ensure appropriate compensation for this essential executive position
- Adjustment to HR Specialist Salary Range
 - To reflect current market conditions and increased workload demands
 - Maintain competitive positioning for this critical administrative function
- Raise the minimum wage to \$16.50 per hour
 - To align with updated state wage standards and ensure compliance with current labor regulations.

EXHIBIT C (December 22, 2024)

- No Changes

EXHIBIT D (December 22, 2024)

- No Changes

EXHIBIT E (Effective January 5, 2025)

- CCPFA Salary Adjustments

- 3% COLA Increase
 - In accordance with negotiated agreements and to maintain pace with current economic conditions

EXHIBIT F (Effective January 5, 2025)

- CCFMA Salary Adjustments

- 3% COLA Increase
 - In accordance with negotiated agreements and to maintain pace with current economic conditions

EXHIBIT G (Effective December 21, 2024)

- ELECTED Salary Adjustments

- 5% Increase
 - In accordance with Municipal Code 2.10.020 & 2.15.020

These adjustments represent a balanced approach to maintaining competitive compensation while ensuring fiscal responsibility. The changes support our strategic goals of workforce development, operational excellence, and employee retention.

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 analyses to support these recommendations.

FISCAL IMPACT:

None

FIVE-YEAR STRATEGIC PLAN:

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