



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of July 23, 2024

**TO:** Mayor and Members of the City Council

**SUBMITTED BY:** Dante Hall, City Manager  
Edwin Gato, Director of Finance

**SUBJECT:** Approve Pay and Benefit Plans for Executive, Mid-Management & Non-Represented Pay Plans

### RECOMMENDED ACTION:

Staff recommends that the City Council Adopt a Resolution Approving Pay and Benefit Plans for Executive, Mid-Management, and Non-Represented Employee Groups and authorize the City Manager to execute the Plans for a one-year term starting July 1, 2024, and ending June 30, 2025.

### DISCUSSION:

Existing pay and benefit plans with executive, mid-management, and non-represented employee groups have terms that end June 30, 2024. The City has been engaged in a consultation process with the executive, mid-management, and non-represented employee groups. The City Council has directed the City Manager, serving as the City's labor negotiator, in closed sessions. Consultations with the executive, mid-management, and non-represented employee groups have been completed; proceeding with the revisions to the Pay Plans for the executive, mid-management, and unrepresented groups is timely. A summary of the changes proposed by the employee groups is set forth below:

Group	Summary of Terms	Total # of employees	Duration
Executive	3% COLA effective July 1, 2024 2% One-Time non-PERSable retention payment	8	One-Year
Mid-Management	3% COLA effective July 1, 2024 2% One-Time non-PERSable retention payment	3	One-Year
Unrepresented	3% COLA effective July 1, 2024 2% One-Time non-PERSable retention payment	6	One-Year

This recommendation aligns with the City’s goals of a balanced budget and continued fiscal prudence while also continuing to align the City as a competitive employer.

**FISCAL IMPACT:**

Approval of these new labor-related items will result in costs, both ongoing and one-time. The proposed Pay and Benefit Plans cover one year. The costs for the employees covered through these approvals are illustrated below.

The adopted FY 24-25 Budget provides an amount for both ongoing and one-time costs of 3% Ongoing and 2% One-time Retention Bonus. Available ongoing and one-time monies are sufficient for FY 2024-25 to meet the obligations. The table below breaks out the costs of the proposed increase, and the Cost-of-Living Adjustment (COLA) increases are included in the adopted FY 2024-25 Annual Budget:

Group	3% COLA - Ongoing			2% Retention Bonus - One-Time		
	General Fund	Other Funds	Total	General Fund	Other Funds	Total
Executive	\$42,000	\$15,000	\$57,000	\$22,000	\$8,000	\$30,000
Mid-Managers	9,000	6,000	15,000	4,000	4,000	8,000
Unrepresented	15,000	3,000	18,000	8,000	2,000	10,000
<b>Total</b>	<b>\$66,000</b>	<b>\$24,000</b>	<b>\$90,000</b>	<b>\$34,000</b>	<b>\$14,000</b>	<b>\$48,000</b>

**ATTACHMENTS:**

1. Resolution
2. Executive Pay and Benefit Plan
3. Mid-Management Pay and Benefit Plan
4. Non-Represented Pay and Benefit Plan