



MEMORANDUM

TO: City Council

FROM: Nicole Valentine, Administrative Services Director

SUBJECT: Consideration of a Resolution Approving the Updated CalPERS Required Salary Schedule for Fiscal Year 2021-22 Effective as of January 7, 2022, to Incorporate Changes Approved by the Five Cities Fire Authority Board of Directors

DATE: February 8, 2022

SUMMARY OF ACTION:

Adoption of the proposed Resolution will approve the updated CalPERS required Salary Schedule for Fiscal Year 2021-22, effective as of January 7, 2022, and consistent with salary adjustments approved by the Five Cities Fire Authority (FCFA) Board of Directors (Board).

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

There is no fiscal impact. All changes have been previously approved and incorporated into the FCFA's Adopted Fiscal Year 2021-22 Operating Budget and into the City's adopted Biennial Budget for Fiscal Years 2021-23.

RECOMMENDATION:

Adopt a Resolution approving the updated CalPERS required Salary Schedule for Fiscal Year 2021-22 Effective as of January 7, 2022.

BACKGROUND:

In April 2016, CalPERS conducted a standard agency audit of the City's practices related to financial reporting for pension plans (Governmental Accounting Standards Board ("GASB") Statement No. 67). As a result of that audit, CalPERS now requires that the City adopt a resolution re-approving any previously approved individual employee groups' salary schedules into a single City-wide schedule, in a format approved by CalPERS.

The most current salary schedule was approved by the City Council on December 14, 2021, which incorporated increases to the hourly pay rate for certain part-time positions in compliance with the new minimum wage law in California. Additionally, the December 14, 2021 salary schedule reclassified the Neighborhood Services Technician position to Community Services Specialist to support the Community Development Department's

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needs for recruitment and retention of qualified staff performing elevated job duties in this role.

Since that time, the FCFA Board approved salary adjustments for its staff for Fiscal Year 2021-22. Pursuant to the terms of the Joint Exercise of Powers Agreement that created the FCFA, all FCFA employees are employees of the City of Arroyo Grande. As a result, the City's Salary Schedule must be amended to incorporate the salary adjustments approved by the FCFA Board.

ANALYSIS OF ISSUES:

The Government Code and California Code of Regulations require the City to maintain a single, duly-approved and adopted pay schedule that identifies the positions for every employee classification. The proposed Resolution adopts a revised salary schedule incorporating adjustments approved by the FCFA Board as follows:

- FCFA unrepresented Management employees: The pay schedule reflects the reclassification of the current Administrative Assistant/Clerk to the Board position to the title of Administrative Operations Manager/Clerk to the Board effective as of January 7, 2022 as approved by the FCFA Board on January 21, 2022 by Resolution 2022-01.

ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Adopt the proposed Resolution;
2. Do not adopt the Resolution; or
3. Provide other direction to staff.

ADVANTAGES:

Adoption of the Resolution will ensure that the City is in compliance with the Government Code and California Code of Regulations and will provide one location for the public to see the City-wide schedule.

DISADVANTAGES:

No disadvantages are identified.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

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Attachments:

1. Proposed Resolution approving the updated CalPERS required Salary Schedule for Fiscal Year 2021-22, effective as of January 7, 2022