



# *CITY COUNCIL AGENDA REPORT*

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MEETING DATE: January 16, 2007

ITEM NUMBER:

**SUBJECT:** SALARY ADJUSTMENTS FOR COSTA MESA CITY EMPLOYEES ASSOCIATION (CMCEA), AND PART-TIME EMPLOYEES

**DATE:** December 21, 2006

**FROM:** ADMINISTRATIVE SERVICES DEPARTMENT/HUMAN RESOURCES DIVISION

**PRESENTATION BY:** TERRI L. CASSIDY, HUMAN RESOURCES MANAGER

**FOR FURTHER INFORMATION CONTACT:** TERRI L. CASSIDY, AT (714) 754-5115

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## **RECOMMENDATION:**

1. Adopt Resolution Number 07 - \_\_\_\_ (Attachment I) which implements salary range adjustments for job classifications represented by CMCEA.
2. Adopt Resolution Number 07 - \_\_\_\_ (Attachment II) which implements salary range adjustments for part-time job classifications.
3. Approve Budget Adjustment BA 07-051 (Attachment III) for \$818,824 to appropriate funds for the above-listed salary adjustments.

## **BACKGROUND:**

The City has applied the same compensation methodology as established under Council Policy 300-7 *Adjustments to Employee Compensation* in determining new salary ranges for CMCEA and part-time classifications. This methodology was most recently utilized and approved by the City Council at the October 17, 2006 City Council meeting to establish salary adjustments for sworn executive classifications (Chief of Police, Fire Chief, etc...).

## **ANALYSIS:**

The Affordability Factor as established by use of the Consumer Price Index and the Chapman University semi-annual Economic Forecast Report was applied in tandem with labor marketplace total compensation data. This consistent methodology was most recently utilized to establish sworn executive management, Costa Mesa Firefighters Association (CMFA) and Costa Mesa Police and Police Management salary adjustments.

The Affordability Factor is the controlling force in determining the salary adjustments for most CMCEA and part-time classifications. The Affordability Factor, which is an independent barometer of the local economic conditions in Orange County, is currently 3.4%.

The part-time salary resolution also includes the new classification of Police Trainee (job description attached). The Police Trainee position was specifically created for employees to receive training and guidance by Police Training Staff in preparation for employment as a Police Recruit and ultimately a Police Officer.

**ALTERNATIVES CONSIDERED:**

No other alternatives were considered because the recommendations are consistent with Council Policy 300-7 and the City is obligated under the Government Code to implement the salary adjustments as agreed upon in the negotiated CMCEA MOU.

**FISCAL REVIEW:**

The attached budget adjustment BA 07-051 appropriates \$818,824 (\$686,050 in salaries and \$132,074 in related benefits) to various City departments for the market salary adjustments retroactive to August 20, 2006. The FY 06-07 budget provided \$1,500,000 for salary adjustments. After adjusting for Police and Fire employee groups wage increases, \$126,765 remains available for appropriation. The remaining balance of \$692,059 will be appropriated from undesignated, available fund balances in the various funds, as listed in the attached budget adjustment BA 07-051. The estimated annual budget impact of these adjustments is \$945,388 (\$792,769 in salaries and \$152,619 in related benefits).

**LEGAL REVIEW:**

The City Attorney has reviewed and approved the resolutions.

**CONCLUSION:**

Staff recommends that the Council adopt the attached resolutions that implement annual salary range adjustments retroactive to August 20<sup>th</sup>, 2006.

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TERRI L. CASSIDY  
Human Resources Manager

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STEPHEN N. MANDOKI  
Director of Administrative Services

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MARC R. PUCKETT  
Director of Finance

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KIMBERLY HALL BARLOW  
City Attorney

DISTRIBUTION: City Manager  
Assistant City Manager  
City Attorney  
Finance Director  
City Clerk

ATTACHMENTS: I [Salary Resolution 07 - CMCEA](#)  
II [Salary Resolution 07 - Part-time](#)  
III [Budget Adjustment 07-051](#)  
IV [Police Trainee Job Description](#)