



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: DECEMBER 9, 2025

FROM: HUMAN RESOURCES DEPARTMENT WARDS: ALL

SUBJECT: A RESOLUTION TO AMEND THE FRINGE BENEFITS AND SALARY PLAN TO APPROVE UPDATED SALARY SCHEDULES AND RETROACTIVE SALARY SCHEDULES FROM 2019 THROUGH 2025 FOR IMPACTED UNREPRESENTED CLASSIFICATIONS TO COMPLY WITH CALPERS SALARY REPORTING REQUIREMENTS PER CALIFORNIA CODE OF REGULATIONS SECTION 570.5; APPROVE CHANGES TO UNREPRESENTED CLASSIFICATIONS' BARGAINING GROUP AND APPROVE CHANGES TO FIRE CHIEF BENEFITS TO CONTINUE PARTICIPATION IN THE FIRE UNION RETIREMENT MEDICAL TRUST FUND.

ISSUE:

Approve amendments to the Master Fringe Benefits and Salary Plan to update salary schedules retroactively and prospectively for impacted Unrepresented classifications to comply with CalPERS salary reporting requirements per California Code of Regulations Section 570.5, so the City has retained salary schedules for the preceding minimum of not less than five years. Approve changes to Unrepresented classifications' bargaining group and approve changes to the Fire Chief benefits to allow continued participation in the Fire Union retirement medical trust fund.

RECOMMENDATION:

That the City Council:

1. Approve the updated salary schedules and retroactive salary schedules from 2019 through 2025 for impacted Unrepresented classifications to comply with CalPERS salary reporting requirements per California Code of Regulations Section 570.5;
2. Approve bargaining group changes to impacted Unrepresented classifications;
3. Approve changes to the Fire Chief benefits to allow continued participation in the Fire Union retirement medical trust fund; and
4. Adopt the attached Resolution amending the Master Fringe Benefit and Salary Plan to update salary schedules retroactively and prospectively for impacted Unrepresented classifications to comply with CalPERS salary reporting requirements per California Code of Regulations Section 570.5. Approve changes to Unrepresented classifications' bargaining group and approve changes to the Fire Chief benefits to allow continued participation in the Fire Union retirement medical trust fund.

DISCUSSION:

Pursuant to California Code of Regulations Section 570.5 the terms “compensation earnable” and “payrate” are defined in order to ensure compliance with PERSable compensation requirements. Section 570.5 requires that a Publicly Available Pay Schedule (PAPS) meet all requirements outlined within the Code, including that the Pay Schedule be adopted and approved by the agency’s governing body and that the position title and corresponding base payrate is indicated with specific time base calculations (hourly, monthly or annually), provide an effective date and be immediately accessible and available for public review, and the City has retained salary schedules for the preceding minimum of not less than five years.

Upon recent review of the City’s PAPS by CalPERS, CalPERS determined that the current structure of the salary ranges for Unrepresented classifications that have an associated merit-based salary range was not in compliance with Section 570.5. The City and CalPERS met to discuss a resolution to implement the City’s historical intention to make merit-based salary range pay CalPERS reportable for each position/title assigned to the merit salary range. CalPERS provided guidance and direction to the City to meet compliance requirements, which would require the City to further define the current salary range structure into one combined salary range with a defined minimum and maximum salary. Exhibit A provides the list of impacted Unrepresented classifications in the City’s salary plan for which the salary range will need to be adjusted to meet the CalPERS reporting requirements. In addition to these adjustments, the City must also retroactively correct salary ranges for a number of Unrepresented classifications dating back to 2019 to ensure recently retired employees’ pension benefits are accurately calculated to reflect their corresponding rate of pay. Retroactive salary schedules will be attached to the Fringe Benefits and Salary Plan. All CalPERS items contained within this report are administratively necessary to implement the City’s intent to report base salary as pensionable compensation. These changes do not result in any increase or change current or past salary and special compensation costs incurred by the City.

Additionally, the Human Resources Department conducted an internal review of certain Managerial classifications to determine the appropriate bargaining unit designation. In accordance with the Employer-Employee Relations Resolution, the Human Resources Department recommends changing the bargaining group from Management or Professional to the Senior Management group. This recommendation is based on the level of independence, authority, and responsibility these classifications hold in overseeing significant work groups or subject area.

Job Code	Classification Title	Current Bargaining Unit	New Bargaining Unit
3365	Senior Field Services Operations Manager	10- Management	07-Senior Management
7867	Urban Forester Manager	10-Management	07-Senior Management
8650	Safety Manager	15-Professional	07-Senior Management
8715	Organizational Dev & Training Manager	10-Management	07-Senior Management
9574	Police Administrator	10- Management	07-Senior Management

Lastly, revisions to the Fringe Benefits and Salary Plan are recommended under Section 17 (c) – Health Insurance for Retirees, to extend and allow the Fire Chief to continue participation in retiree medical trust fund administered by the Riverside Fire Management Association. This benefit is not automatically extended to employees in the Fire Chief classification as this classification is not represented by the Fire Management group, but is part of the Executive group. This benefit will allow the City to make a defined contribution toward the retiree medical trust fund established by the Fire Association of \$100 per month on behalf of the employee.

FISCAL IMPACT:

The fiscal impact for the Fire Chief retiree trust fund and the bargaining are \$1,200 for the unit changes for the classifications, for a total amount of \$12,178 annually and will be absorbed by the departments. There is no fiscal impact incurred by modifying the salary range structure that would bring the salary plan into compliance with CalPERS Section 570.5.

Prepared by:	Rene Goldman, Human Resources Director
Certified as to availability of funds:	Kristie Thomas, Financial Director/Assistant CFO
Approved by:	Edward Enriquez, Assistant City Manager/CFO/Treasurer
Approved as to form:	Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. Resolution Amending the Fringe Benefits and Salary Plan
 - a. Exhibit A – Job Code Table
 - b. Exhibit B – Amended Fringe Benefits and Salary Plan
2. Corrected Retroactive Salary Schedules from 2019 to 2025