



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 14, 2020

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JOHN BINGHAM, ADMINISTRATIVE SERVICES MANAGER
CAROLINA TIJERINO, HUMAN RESOURCES SPECIALIST

SUBJECT: ADOPTION OF RESOLUTION NO. 2020-1702 TO MODIFY
RESOLUTIONS NOS. 2017-1558, 2018-1596, AND 2019-1639 TO
INCLUDE CITY COUNCIL COMPENSATION

MEETING DATE: SEPTEMBER 23, 2020

SUMMARY RECOMMENDATION:

Staff recommends that City Council adopt Resolution No. 2020-1702 to make a clerical correction to the salary schedules for fiscal years 2017, 2018 and 2019. This will memorialize the corrections in the salary schedules to include City Council compensation.

BACKGROUND:

The CalPERS Office of Audit Services conducted an audit to review the City's Pay Schedules from July 2017 through August 31, 2019. This audit was conducted to ensure City compliance with the criteria set forth in Government Code subsections 20636(b)(1), 20636(d) and California Code of Regulations section 570.5 and 571.1 The objective of the audit was to confirm that City pay schedules complied with the Public Employees' Retirement Law (PERL) and whether the pay rates contained in the pay schedules included any additional types of compensation.

DISCUSSION/ANALYSIS:

Government Code Sections 20636 and 7522.34 and CCR Sections 570.5 and 571.1 state that pay rates must be reported pursuant to a publicly available pay schedule that identifies the position title for every employee position and shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within range. The Audit found that City pay schedules from July 1, 2017 – August 31, 2019 did not identify City Councilmember’s and their respective pay rate on the City’s Salary Schedule.

The attached Resolution No. 2020-1702 will approve and adopt updated salary schedules include the City Council positons and compensation.

FISCAL IMPACT/SOURCE OF FUNDING:

The proposed update and clerical correction of the City salary schedules for Fiscal Years 2017-2019 will not change the salary amounts that the Council previously approved through noticed regularly scheduled meetings. Accordingly, there will not be no fiscal impact.

REQUESTED ACTION:

Staff recommends that the City Council adopt Resolution No. 2020-1702 to make a clerical correction to the City salary schedules for 2017-2019.

ATTACHMENTS: Resolution 2020-1702: Permanent Employee Salary Range Schedules from the following Resolutions: Resolution No. 2017-1558 and 2018-1596, and 2019-1639.