RESOLUTION NO. 08-60

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, REVISING THE SALARY RANGES FOR JOB CLASSIFICATIONS WITHIN THE CONFIDENTIAL EMPLOYEES UNIT.

The City Council of the City of Costa Mesa does hereby resolve, determine and order as follows:

SECTION 1: Employer-Employee Organization Relations Resolution No. 95-63, as authorized under the California Government Code (Section 3500, et seq.), defines "Employee, Confidential" as any employee whose normal duties would give the employee access to decisions or the decision-making processes of the City concerning any matters relating to employer-employee relations; and said Resolution sets forth the "Policy and Standards for Determination of Appropriate Units", including the provision that confidential responsibilities are determining factors in establishing appropriate units. Accordingly, specific positions have been determined by the City Manager (Employee Relations Officer) as having access to or preparing confidential materials and/or information and/or recommendations on behalf of the City in matters relating to employer-employee relations and are included in this Confidential Employees Unit.

SECTION 2: The following positions of the City Manager's Office, Administrative Services Department and Finance Department, placed under the Confidential Employees Unit Salary Schedule, are hereby revised to reflect the salary ranges and monthly rates of pay specified, effective August 31, 2008. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay step.

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Class Code	Class Title	Grade	Step 1	2	3	4	5	6	7	
			ADMINISTRATIVE SERVICES DEPARTMENT							
18	Benefits Coordinator	592	$4,076	$4,279	$4,493	$4,718	$4,954	$5,202	$5,462	Monthly
			$48,912	$51,348	$53,916	$56,616	$59,448	$62,424	$65,544	Annual
			$23.52	$24.69	$25.92	$27.22	$28.58	$30.01	$31.51	Hourly
19	Executive Secretary (Administration)	609	$4,217	$4,427	$4,649	$4,881	$5,125	$5,381	$5,651	Monthly
			$50,604	$53,124	$55,788	$58,572	$61,500	$64,572	$67,812	Annual
			$24.33	$25.54	$26.82	$28.16	$29.57	$31.04	$32.60	Hourly
7	Human Resources Office Specialist II	560	$3,348	$3,515	$3,691	$3,875	$4,069	$4,273	$4,486	Monthly
			$40,176	$42,180	$44,292	$46,500	$48,828	$51,276	$53,832	Annual
			$19.32	$20.28	$21.29	$22.36	$23.48	$24.65	$25.88	Hourly
87	Human Resources Administrator	697	$6,879	$7,223	$7,585	$7,964	$8,362	$8,780	$9,219	Monthly
			$82,548	$86,676	$91,020	$95,568	$100,344	$105,360	$110,628	Annual
			$39.69	$41.67	$43.76	$45.95	$48.24	$50.65	$53.19	Hourly
79	Human Resources Analyst	659	$5,692	$5,976	$6,275	$6,589	$6,918	$7,264	$7,627	Monthly
			$68,304	$71,712	$75,300	$79,068	$83,016	$87,168	$91,524	Annual
			$32.84	$34.48	$36.20	$38.01	$39.91	$41.91	$44.00	Hourly
17	Human Resources Secretary	590	$3,835	$4,027	$4,228	$4,439	$4,661	$4,894	$5,139	Monthly
			$46,020	$48,324	$50,736	$53,268	$55,932	$58,728	$61,668	Annual
			$22.13	$23.23	$24.39	$25.61	$26.89	$28.23	$29.65	Hourly
72	Human Resources Technician	627	$4,853	$5,096	$5,350	$5,618	$5,899	$6,194	$6,504	Monthly
			$58,236	$61,152	$64,200	$67,416	$70,788	$74,328	$78,048	Annual
			$28.00	$29.40	$30.87	$32.41	$34.03	$35.73	$37.52	Hourly
78	Principal Human Resources Analyst	669	$5,983	$6,282	$6,596	$6,926	$7,272	$7,636	$8,018	Monthly
			$71,796	$75,384	$79,152	$83,112	$87,264	$91,632	$96,216	Annual
			$34.52	$36.24	$38.05	$39.96	$41.95	$44.05	$46.26	Hourly
52	Senior Programmer Analyst (Confidential)	710	$7,074	$7,428	$7,799	$8,189	$8,599	$9,029	$9,480	Monthly
			$84,888	$89,136	$93,588	$98,268	$103,188	$108,348	$113,760	Annual
			$40.81	$42.85	$44.99	$47.24	$49.61	$52.09	$54.69	Hourly
			CITY MANAGER'S OFFICE							
16	Executive Assistant to the City Manager	648	$5,122	$5,378	$5,647	$5,929	$6,225	$6,537	$6,864	Monthly
			$61,464	$64,536	$67,764	$71,148	$74,700	$78,444	$82,368	Annual
			$29.55	$31.03	$32.58	$34.21	$35.91	$37.71	$39.60	Hourly
			FINANCE DEPARTMENT							
55	Payroll Coordinator	621	$4,980	$5,229	$5,490	$5,764	$6,053	$6,355	$6,673	Monthly
			$59,760	$62,748	$65,880	$69,168	$72,636	$76,260	$80,076	Annual
			$28.73	$30.17	$31.67	$33.25	$34.92	$36.66	$38.50	Hourly

SECTION 3: Except as provided herein, all compensation, hours and other terms and conditions of employment presently enjoyed by Confidential employees shall remain in full force and effect unless changed subsequent to meetings between the City and representatives of the "Confidential" employees.

SECTION 4: The City of Costa Mesa has contracted with the California Public Employees Retirement System (CalPERS) to provide retirement benefits to eligible City employees under the 2% at 55 formula. The City pays 7% of the employees' retirement contribution to CalPERS. The City shall pay each affected employee's CalPERS normal member contribution (as defined in §20677 of the California Government Code) into an individual employee account with CalPERS, pursuant to §20615 of the California Government Code, and will include this payment in the employee's compensation earnable that is reported to CalPERS, pursuant to §20023(c)(4) of the California Government Code.

The City agrees to implement procedures to amend the CalPERS Miscellaneous Plan to provide Government Code §21354.4 (2.5@55) retirement benefits to be effective on or about October 1, 2008. Pursuant to CalPERS regulations, this new formula will apply to all employees that are in active status on the date this amendment takes effect. This new formula will apply to each year of eligible service credited with the City of Costa Mesa.

Employees covered by this resolution shall contribute 1% of their salary towards the employee contribution and 2.52% of their salary towards the employer contribution for a total of 3.52% (the total cost of the 2.5% @ 55 CalPERS retirement benefit based on CalPERS actuarial data on November 14, 2007). To the extent permitted by CalPERS and the IRS regulations, this 3.52% contribution shall be implemented through payroll deduction on a pre-tax basis.

SECTION 5: Employees hired after January 1, 2004 will participate in the mandatory Retirement Health Savings defined contribution plan and are not eligible for the Retired Employees' Medical Program. The purpose of the Defined Contribution Retirement Health Savings Plan (RHS Plan) is to establish a tax protected savings program for every full-time employee that will:

- Provide a retiree medical benefit for employees hired after January 1, 2004 who will not be eligible for the health insurance contribution under the Council Policy 300-1.
- Provide a supplemental benefit to the City contribution under Council Policy 300-1 for current employees (hired before January 1, 2004).

The program will require mandatory participation by all full-time employees. Employees will make a monthly contribution to the plan equal to 1% of their base monthly salary, which will be matched by a 1% salary monthly contribution from the City into employees' accounts. The account assets that accumulate, plus investment

earnings, will be used in retirement to pay health insurance premiums and other eligible out-of-pocket medical expenses such as deductibles, co-payments, vision care or dental care. Employee contributions plus vested employer contributions will be portable if an employee should leave employment with Costa Mesa prior to retirement.

SECTION 6: In determining what is adequate compensation for "Confidential" unrepresented employees, the City will utilize the provisions of City Council Policy 300-7 (Adjustments to Employee Compensation) as a continued guideline and for establishing recommendations to the City Council.

SECTION 7: A "confidential" unrepresented employee may, with the Department Director's approval, accumulate compensatory time to be taken during subsequent pay periods, with departmental approval, to a maximum accumulation of sixty (60) hours.

SECTION 8: Amendments made pertaining to the fringe benefits, City Rules and Regulations and other employment conditions for employees represented by the Costa Mesa City Employees Association shall also apply to "Confidential" unrepresented employees unless specifically excluded. Any positions that may qualify to be part of this unrepresented unit shall be added as part of the process of adoption of salary schedules after consultation with the bargaining unit and employees.

SECTION 9. All resolutions and parts of resolutions in conflict herewith are hereby rescinded.

PASSED AND ADOPTED this 19th day of August, 2008.

Eric R. Bever, Mayor

ATTEST:

Julie Folcik, City Clerk

APPROVED AS TO FORM:

Kimberly Hall Barlow, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF COSTA MESA)

I, JULIE FOLCIK, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 08-60 and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 19th day of August, 2008, by the following roll call vote, to wit:

AYES:	COUNCIL MEMBERS:	BEVER, MANSOOR, DIXON, FOLEY, LEECE
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 20th day of August, 2008.

JULIE FOLCIK, CITY CLERK

(SEAL)