

REPORT TO CITY COUNCIL

DATE: JUNE 22, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: NATHAN HAMBURGER, CITY MANAGER

BY: RAMIRO ADEVA, ASSISTANT CITY MANAGER
CELESTE BIRD, ADMINISTRATIVE ANALYST

SUBJECT: ADOPT RESOLUTION NO. 22-2011; AMENDING THE COMPENSATION PLAN BY SETTING THE SALARY RANGES FOR CITY EMPLOYEES TO INCLUDE A 4.3% COLA RATE INCREASE, ESTABLISHING THE FISCAL YEAR 2022-23 EMPLOYER CONTRIBUTION TO HEALTHCARE PREMIUMS FOR FULL-TIME EMPLOYEES, AND AMENDING THE RANGE OF LAND USE TECHNICIAN AND PUBLIC SAFETY LIAISON OFFICER; RESOLUTION 22-2012; RECINDING RESOLUTION NO. 21-1981 AND AMENDING THE LIMIT ON THE CITY'S CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CaIPERS) CONTRIBUTION AMOUNTS FOR CITY EMPLOYEES; RESOLUTION NO. 22-2013 ESTABLISHING THE FISCAL YEAR 2022-23 EMPLOYER CONTRIBUTION TO HEALTHCARE PREMIUMS FOR COUNCILMEMBERS; AND APPROVING AMENDMENT NO. 2 TO THE CITY MANAGER'S EMPLOYMENT AGREEMENT

The City follows the practice of meeting and consulting with City employees on matters such as working conditions, classifications, and compensation, including salaries and benefits. Providing salaries and benefits consistent with other employers in the area and the professional field is a means to retain a high level of quality employees. As a result of the FY 2021-2022 and FY 2022-2023 consultation sessions with the City employees, the City agreed to a two-year compensation package, reflected below.

Fiscal Year 2022-23

- Full-time employee salaries will include a 4.3% Cost of Living Adjustment (COLA) increase effective the pay period beginning July 1, 2022.
- The City's Fiscal Year 2022-23 maximum limit of employer contribution to health insurance remains up to \$2,500 per month per employee.
- The salary ranges for the part-time Land Use Technician and Public Safety Liaison Officer will be increased to bring them in line with the market.

- The PERS contribution from Classic employees will increase from 2% to 3.6%. This is not applicable to Public Employees' Pension Reform Act (PEPRA) employees.

Consistent with past practice, the City Councilmembers are offered the ability to participate in the healthcare plans offered by the City. It is proposed that the same Flexible Benefits Plan stated above be offered to the Councilmembers as was adopted in Resolution No. 21-1981 in FY 2021-22.

Pursuant to the employment agreement between the City and City Manager, the City Council has recommended that the agreement be amended to increase the City Manager's pay by five percent (5%), which would establish the City Manager's base salary to two hundred sixty thousand one hundred and ninety dollars (\$260,190) per year. Council also recommended that the City Manager be given a 5% bonus based on his current salary of two hundred forty-seven thousand eight hundred dollars (\$247,800). Staff has prepared Amendment No. 2 to the City Manager's employment agreement for the City Council's consideration. This amendment, if adopted, would be effective with the pay period beginning July 1, 2022.

RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 22-2011, amending the compensation plan by setting salary ranges for City employees to include a 4.3% COLA rate increase, establish the Fiscal Year 2022-23 employer contribution to healthcare premiums for full-time employees, adjust the ranges for the part-time Land Use Technician and Public Safety Liaison Officer; adopt Resolution No. 22-2012; amending the limit on the City's CalPERS contribution amounts for City employees; adopt Resolution No. 22-2013 establishing the Fiscal Year 2022-23 employer contribution to healthcare premiums for councilmembers; and approve Amendment No. 2 to the City Managers' employment agreement.

Attachments: (1) Resolution No. 22-2011
(2) Resolution No. 22-2012
(3) Resolution No. 22-2013
(4) 2nd Amendment to City Managers' Agreement

RESOLUTION NO. 22-2011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, AMENDING THE COMPENSATION PLAN BY SETTING SALARY RANGES FOR CITY FULL-TIME EMPLOYEES TO INCLUDE A 4.3% COST OF LIVING INCREASE, ESTABLISHING THE FISCAL YEAR 2022-23 EMPLOYER CONTRIBUTION TO HEALTHCARE PREMIUMS FOR FULL-TIME EMPLOYEES, AND AMENDING THE RANGE OF LAND USE TECHNICIAN AND PUBLIC SAFETY LIASON OFFICER

THE CITY COUNCIL OF THE CITY OF AGOURA HILLS HEREBY FINDS, RESOLVES, AND ORDERS AS FOLLOWS:

SECTION 1. The classifications and salary ranges as shown on Exhibit "A," attached hereto and incorporated herein as though set forth in full, are hereby authorized in City service effective the pay period beginning July 1, 2022.

SECTION 2. Effective July 1, 2022 through June 30, 2023, the City's employer contribution amount remains up to \$2,500.00 per month, which will include the minimum contribution required under the Public Employees' Medical and Hospital Care Act (PEMHCA), plus the Vision Service Provider (VSP) rate.

SECTION 3. Effective July 1, 2022, the range for the part-time Land Use Technician and Public Safety Liaison Officer will be increased to bring them in line with the market.

PASSED, APPROVED, and ADOPTED this 22rd day of June 22, 2022, by the following vote to wit:

AYES: ()
NOES: ()
ABSENT: ()
ABSTAIN: ()

Deborah Klein Lopez, Mayor

ATTEST:

Kimberly M. Rodrigues, City Clerk

EXHIBIT "A"

SALARIES AND POSITIONS 2022-2023

POSITIONS AND SALARIES							
EFFECTIVE PAY PERIOD BEGINNING 07/01/2022							
POSITIONS	F/T RANGES	ANNUAL		MONTHLY		HOURLY	
		LOW	HIGH	LOW	HIGH	LOW	HIGH
EXEMPT							
ACCOUNTANT	50	81,750	99,604	6,812	8,300	39.30	47.89
ADMINISTRATIVE ANALYST	51	83,793	102,094	6,983	8,508	40.29	49.08
ASSISTANT CITY MANAGER	82	180,156	219,503	15,013	18,292	86.61	105.53
ASSISTANT DIRECTOR OF COMM SERVICES	68	127,501	155,348	10,625	12,946	61.30	74.69
ASSISTANT PLANNING DIRECTOR	68	127,501	155,348	10,625	12,946	61.30	74.69
ASSISTANT TO THE CITY MANAGER	60	104,646	127,501	8,721	10,625	50.31	61.30
ASSOCIATE CIVIL ENGINEER	59	102,094	124,392	8,508	10,366	49.08	59.80
BUILDING OFFICIAL	70	133,956	163,213	11,163	13,601	64.40	78.47
CITY CLERK	64	115,510	140,738	9,626	11,728	55.53	67.66
CITY ENGINEER	71	137,305	167,293	11,442	13,941	66.01	80.43
CITY MANAGER		260,190		21,683		125.09	
COMMUNITY DEVELOPMENT DIRECTOR	78	163,213	198,859	13,601	16,572	78.47	95.61
DEPUTY CITY MANAGER	73	144,256	175,762	12,021	14,647	69.35	84.50
DIRECTOR COMMUNITY SERVICES	78	163,213	198,859	13,601	16,572	78.47	95.61
DIRECTOR OF FINANCE	78	163,213	198,859	13,601	16,572	78.47	95.61
DIRECTOR OF PUBLIC WORKS/CITY ENG	78	163,213	198,859	13,601	16,572	78.47	95.61
EXECUTIVE ASSISTANT	46	74,061	90,236	6,172	7,520	35.61	43.38
FINANCE MANAGER	61	107,263	130,689	8,939	10,891	51.57	62.83
MANAGEMENT ANALYST	51	83,793	102,094	6,983	8,508	40.29	49.08
MEDIA ANALYST	51	83,793	102,094	6,983	8,508	40.29	49.08
PLANNING DIRECTOR	72	140,738	171,475	11,728	14,290	67.66	82.44
PRINCIPAL PLANNER	62	109,944	133,956	9,162	11,163	52.86	64.40
PUBLIC WORKS PROJECT MANAGER	59	102,094	124,392	8,508	10,366	49.08	59.80
RECREATION MANAGER	59	102,094	124,392	8,508	10,366	49.08	59.80
RECREATION SUPERVISOR	50	81,750	99,604	6,812	8,300	39.30	47.89
SENIOR CIVIL ENGINEER	64	115,510	140,738	9,626	11,728	55.53	67.66
SENIOR CODE COMPLIANCE OFFICER	51	83,793	102,094	6,983	8,508	40.29	49.08
SENIOR PLANNER	58	99,604	121,358	8,300	10,113	47.89	58.35
HOURLY							
ACCOUNTING SPECIALIST II	46	74,061	90,236	6,172	7,520	35.61	43.38
ADMINISTRATIVE AIDE	38	60,785	74,061	5,065	6,172	29.22	35.61
ADMINISTRATIVE ASSISTANT I	37	59,303	72,255	4,942	6,021	28.51	34.74
ADMINISTRATIVE ASSISTANT II	41	65,459	79,756	5,455	6,646	31.47	38.34
ASSISTANT ENGINEER	53	88,035	107,263	7,336	8,939	42.32	51.57
ASSISTANT PLANNER	51	83,793	102,094	6,983	8,508	40.29	49.08
ASSOCIATE PLANNER	55	92,492	112,693	7,708	9,391	44.47	54.18
BUILDING PERMIT TECHNICIAN	38	60,785	74,061	5,065	6,172	29.22	35.61
CODE COMPLIANCE OFFICER	46	74,061	90,236	6,172	7,520	35.61	43.38
COMM SERV COORDINATOR	46	74,061	90,236	6,172	7,520	35.61	43.38
CULTURAL EVENT COORDINATOR	46	74,061	90,236	6,172	7,520	35.61	43.38
ENGINEERING AIDE I	38	60,785	74,061	5,065	6,172	29.22	35.61
ENGINEERING AIDE II	46	74,061	90,236	6,172	7,520	35.61	43.38
LAND USE TECHNICIAN	46	74,061	90,236	6,172	7,520	35.61	43.38
PLAN EXAMINER	46	74,061	90,236	6,172	7,520	35.61	43.38
PLANNING TECHNICIAN	38	60,785	74,061	5,065	6,172	29.22	35.61
PUBLIC SAFETY LIAISON OFFICER	46	74,061	90,236	6,172	7,520	35.61	43.38
SENIOR BUILDING INSPECTOR	47	75,913	92,492	6,326	7,708	36.50	44.47
PART-TIME POSITIONS AND SALARIES							
EFFECTIVE 12/25/2021							
	P/T RANGES	ANNUAL		MONTHLY		HOURLY	
		LOW	HIGH	LOW	HIGH	LOW	HIGH
ADMINISTRATIVE INTERN I	6	36,070	43,948	3,006	3,662	17.34	21.13
ADMINISTRATIVE INTERN II	13	42,876	52,241	3,573	4,353	20.61	25.12
INSTRUCTOR	1	31,881	38,844	2,657	3,237	15.33	18.67
OFFICE ASSISTANT	11	40,810	49,723	3,401	4,144	19.62	23.91
RECREATION LEADER I	1	31,881	38,844	2,657	3,237	15.33	18.67
RECREATION LEADER II	9	38,844	47,328	3,237	3,944	18.67	22.75
RECREATION SPECIALIST	16	46,173	56,258	3,848	4,688	22.20	27.05
SENIOR PROGRAM INSTRUCTOR	14	43,948	53,547	3,662	4,462	21.13	25.74
SPECIAL EVENT WORKER		160-1,060		PER EVENT			

RESOLUTION NO. 22-2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, RESCINDING RESOLUTION 21-1981 AND AMENDING THE LIMIT ON THE CITY'S CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS) CONTRIBUTION AMOUNTS FOR CITY EMPLOYEES

THE CITY COUNCIL OF THE CITY OF AGOURA HILLS HEREBY FINDS, RESOLVES, AND ORDERS AS FOLLOWS:

WHEREAS, the City participates in the CalPERS Retirement System, and

WHEREAS, CalPERS has established different contribution rates for employees within the CalPERS System prior to January 1, 2013 (Classic Employees) and for employees within the CalPERS System after January 1, 2013 (PEPRA Employees); and

WHEREAS, each year CalPERS provides the City with a contribution rate for the upcoming fiscal year for the Employer and Employee rates. The Employer rate fluctuates on an annual basis. The Classic Employee rate is set at 7% of payroll. The PEPRA Employee rate is set at one-half of Normal Cost of the PEPRA Plan.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AGOURA HILLS HEREBY RESOLVES AS FOLLOWS:

Section 1. The recitals set forth herein are true and correct.

Section 2. The City Council hereby rescinds Resolution 21-1981.

Section 3. For Fiscal Year 2022-23, the City Council establishes that the CalPERS contribution from Classic employees will increase from 2% to 3.6%, as communicated to City employees.

Section 4. Beginning in Fiscal Year 2023-24, the City Council establishes that if the City's contribution to CalPERS retirement for both Classic and PEPRA Employees reaches 20% of payroll, the Classic Employees will contribute a rate that is equal to one-half of the increase between 20% and 25% limited to no more than a 2% increase from year to year.

Section 5. Furthermore, in addition to Section 4 if the City's contribution to CalPERS retirement for both Classic and PEPRA Employees exceeds 25% of payroll, the Classic Employees will pay the full amount over 25%, up to 7%, limited to a 2% increase from year to year

Section 6. Should the plan cost reach a total of 29.5% in which the Classic employee contribution reaches a maximum of 7%, this specific plan will need to be brought back to the City Council and City employees for further agreement in the sharing of costs associated with this plan.

Section 6. Finally, the City will notify employees of the contribution rate, and their anticipated contribution by June 1 of each year.

Section 7 This resolution shall take effect beginning with the first payroll in the 2022-23 Fiscal Year.

PASSED, APPROVED, and ADOPTED this 22nd day of June, 2022, by the following vote to wit:

AYES: ()
NOES: ()
ABSENT: ()
ABSTAIN: ()

Deborah Klein Lopez, Mayor

ATTEST:

Kimberly M. Rodrigues, City Clerk

RESOLUTION NO. 22-2013

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
AGOURA HILLS, CALIFORNIA, ESTABLISHING THE
EMPLOYER CONTRIBUTION TO HEALTHCARE
PREMIUMS FOR CITY COUNCILMEMBERS**

**THE CITY COUNCIL OF THE CITY OF AGOURA HILLS HEREBY FINDS,
RESOLVES, AND ORDERS AS FOLLOWS:**

SECTION 1. Effective July 1, 2022 through June 30, 2023 the City's employer contribution amount will be up to \$2,500.00 per month, which will include the minimum contribution required under the Public Employees' Medical and Hospital Care Act (PEMHCA), plus the Vision Service Provider (VSP) rate.

PASSED, APPROVED, and ADOPTED this 22nd day of June, 2022, by the following vote to wit:

AYES: (
NOES: (
ABSENT: (
ABSTAIN: (
)

Deborah Klein Lopez, Mayor

ATTEST:

Kimberly M. Rodrigues, City Clerk

**SECOND AMENDMENT TO CITY MANAGER EMPLOYMENT
AGREEMENT BETWEEN THE CITY OF AGOURA HILLS AND
NATHAN HAMBURGER**

That certain Employment Agreement dated June 24, 2020 by and between the City of Agoura Hills ("Employer") and Nathan Hamburger ("Employee") (the "Agreement") is hereby amended as follows:

1. Section 3.01(a) of the Agreement is hereby amended to read as follows:

"(a) As compensation for the services to be performed hereunder, Employee shall receive a salary of two hundred sixty thousand one hundred and ninety dollars (\$260,190) per year, effective with the pay period beginning July 1, 2022."

2. This Second Amendment, when approved by the City Council and duly executed by Employer and Employee, shall be made a part of the Amended Agreement. Except as amended herein, the terms and conditions of the Amended Agreement shall remain in full force and effect.

Executed on June 22, 2022, at Agoura Hills, California.

CITY OF AGOURA HILLS ("EMPLOYER")

BY _____
Deborah Klein Lopez, Mayor
City of Agoura Hills

ATTEST

BY _____
Kimberly M. Rodrigues, MMC, City Clerk
City of Agoura Hills

Nathan Hamburger ("EMPLOYEE")

BY _____
Nathan Hamburger

APPROVED AS TO FORM

BY _____
Candice K. Lee
City Attorney