

**RESOLUTION NO. 2016- 62**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM DESERT, CALIFORNIA, RESCINDING AND REPLACING RESOLUTION NO. 2016-09, ADOPTING ALLOCATED CLASSIFICATIONS, AUTHORIZED POSITIONS, "EXHIBIT A" and SALARY SCHEDULE, "EXHIBIT B", FOR THE PERIOD OF JULY 1, 2016 THROUGH JUNE 30, 2017.**

**WHEREAS**, the City of Palm Desert has met and conferred in good faith with the Palm Desert Employees Organization (PDEO) in accordance with the Meyers-Milias-Brown Act and the City employer - employee relations Ordinance No. 1042; and

**WHEREAS**, the City of Palm Desert has reached agreement and entered into a Memorandum of Understanding with the employees represented by the Palm Desert Employees Organization, for the period July 1, 2014, through June 30, 2017; and

**WHEREAS**, the attached Salary Schedule "Exhibit B" is consistent with the MOU/Agreement between the Palm Desert Employees Organization and the City of Palm Desert.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM DESERT AS FOLLOWS:**

**SECTION I - SALARY SCHEDULE, RANGES & ALLOCATED CLASSIFICATIONS**

All employees shall be classified and shall receive compensation for services performed. This compensation shall be in accordance with the established salary schedule and salary ranges for their respective classification as shown below.

The City of Palm Desert's Personnel System, Section 2.52 of the Palm Desert Municipal Code prescribes specific terms for appointment and tenure of all City employees. The allocated classifications, positions and salary ranges outlined in the attached "Exhibit A" are authorized and approved for Fiscal Year 2016-2017.

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**SECTION II - EXEMPT PERSONNEL**

The following positions are exempt from overtime provisions as defined by the Fair Labor Standards Act and set forth in the Personnel Rules and Regulations, Section 2.52.305.

The positions designated as Group A have a higher level of responsibility and authority and among other things, these positions require spending numerous extra hours at meetings, conferences and work.

**Group A - Management:**

City Manager	Director of Economic Development
Assistant City Manager	Director of Finance/City Treasurer
City Clerk	Director of Human Resources
City Engineer	Director of Public Works
Director of Building & Safety	Director of Special Programs
Director of Community Development	

The positions designated as Group B are professional in nature and among other things; these positions require spending occasional extra hours at meetings, conferences and work.

**Group B – Mid-Management:**

Assistant Finance Director	Maintenance Services Manager
Assistant Engineer	Principal Planner
Assistant Planner	Project Administrator
Associate Planner	Risk Manager
Building Maintenance Supervisor	Senior Engineer
Code Compliance Supervisor	Senior Engineer/City Surveyor
Deputy City Treasurer	Senior Financial Analyst
Economic Development Manager	Senior Management Analyst
Facilities Manager	Supervising Plans Examiner
Information Systems Manager	Streets Maintenance Supervisor
Landscape Supervisor	Tourism & Marketing Specialist
Marketing and Tourism Manager	Transportation Engineer
Management Analyst I/II	

## Resolution 2016 - 62 - Salary Resolution

### **SECTION III - MILEAGE REIMBURSEMENT**

The mileage reimbursement rate to employees required to use their personal car on City business shall be set by Council and conform to current Internal Revenue Service guidelines.

### **SECTION IV - OTHER COMPENSATION**

Employees may be eligible for post employment retirement benefits as follows:

- Retiree Health Benefits (tier based on hire date):
  - **Tier One:** Hired prior to December 31, 2007. Retiree Health Service Stipend as provided for in Resolution 2008-02.
  - **Tier Two:** Hired between January 1, 2008 and December 31, 2014. Retiree Health Service Stipend as provided for in Resolution 2008-02.
  - **Tier Three:** Employees hired after January 1, 2015 are not eligible for the Retiree Health Service Stipend, but are instead enrolled in the City's ICMA Retirement Health Savings Account.
  
- The City contracts with the California Public Employees Retirement System (CalPERS) to provide pension benefits to qualifying employees. (tier based on hire date and CalPERS status):
  - **Tier One:** Hired prior to August 31, 2011. Benefits are calculated under the 2.7% @ 55 formula.
  - **Tier Two:** Hired between September 1, 2011 and December 31, 2012, and "Classic" CalPERS members. Benefits are calculated under the 2% @ 55 formula.
  - **Tier Three:** Hired after January 1, 2013. Benefits are calculated under the 2% @ 62 formula.

While this resolution establishes the ranges and gross salary for certain positions in the classified service for the City of Palm Desert, there are other benefits both tangible and intangible that are not addressed in this document. Unless referenced otherwise, all benefits in place on June 30, 2016, will continue as constituted.

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**SECTION V**

This resolution is effective upon adoption. The provisions relating to salary and other compensation shall be effective and where applicable, accrue on, and from July 1, 2016, or as noted herein.

PASSED, APPROVED AND ADOPTED by the Palm Desert City Council this 30th day of June 2016 by the following vote, to wit:

AYES: HARNIK, JONATHAN, TANNER, WEBER, and SPIEGEL

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

  
ROBERT A. SPIEGEL, MAYOR

ATTEST:

  
RACHELLE D. KLASSEN, CITY CLERK  
CITY OF PALM DESERT, CALIFORNIA

<u>Department / Division</u>	<u>Count</u>	<u>Classification</u>	<u>Salary Range</u>	<u>Authorized</u>	
<b>CITY MANAGER</b>	<b>(3)</b>	City Manager	1	1	
		Sr. Management Analyst	127	1	A
		Administrative Secretary (City Manager)	113	1	
<b>HR/ADMIN SERVICES</b>	<b>(8)</b>	Human Resources Director	139	1	
		Risk Manager	129	1	B
		Human Resources Technician	113	1	
		Human Resources Assistant	95	1	
<b>Information Technology</b>	<b>(4)</b>	Information Systems Manager	135	1	B
		G.I.S. Specialist	114	1	
		Information Systems Technician	114	2	
<b>CITY CLERK</b>	<b>(6)</b>	City Clerk	139	1	
		Deputy City Clerk	118	1	
		Administrative Secretary (City Council)	113	1	
		Records Technician	113	1	
		Office Assistant II	104	1	
		Clerical Assistant	90	1	
<b>FINANCE/CITY TREASURER</b>	<b>(14)</b>	Director of Finance/City Treasurer	145	1	
<b>Finance</b>	<b>(11)</b>	Assistant Finance Director	135	1	
		Deputy City Treasurer	127	1	
		Senior Financial Analyst	127	1	
		Sr. Management Analyst	127	1	
		Management Analyst II - OR -	123	1	
		Management Analyst I	120	1	
		Administrative Secretary	113	1	
		Accounting Technician II	118	4	
<b>Affordable Housing</b>	<b>(3)</b>	Sr. Management Analyst	127	1	A, B
		Housing Programs Technician	113	2	B
<b>COMMUNITY DEVELOPMENT</b>	<b>(17)</b>	Director of Community Development	142	1	
<b>Community Development / Planning</b>	<b>(7)</b>	Principal Planner	131	1	
		Associate Planner - OR -	127	2	
		Assistant Planner	123	1	
		Management Analyst	120	1	
		Administrative Secretary	113	1	
		Senior Office Assistant	107	1	
<b>Art in Public Places</b>	<b>(2)</b>	Management Analyst II	123	1	
		Public Arts Technician	113	1	
<b>Code Compliance</b>	<b>(6)</b>	Code Compliance Supervisor	123	1	
		Code Compliance Officer II - OR -	118	4	
		Code Compliance Officer I	114	1	
		Code Compliance Technician	113	1	
<i>Business License</i>	<b>(2)</b>	Sr. Office Assistant (Business License)	107	1	
		Office Assistant II	104	1	

<u>Department / Division</u>	<u>Count</u>	<u>Classification</u>	<u>Salary Range</u>	<u>Authorized</u>	
<b>PUBLIC WORKS</b>		<b>(40)</b>			
<b>Public Works Administration</b>	<b>(16)</b>	Director of Public Works	145	1	
		City Engineer	139	1	
		Transportation Engineer	130	1	
		Senior Engineer/City Surveyor	130	1	
		Senior Engineer - OR - Associate Engineer	129	1	
		Project Administrator	127	1	
		Senior Management Analyst	127	1	A
		Assistant Engineer	125	1	
		Public Works Inspector II - OR - Public Works Inspector I	120	3	
		Capital Improvement Projects Technician	118	1	
		Administrative Secretary	113	1	
		Accounting Technician (Public Works)	113	1	
		Office Assistant II - OR - Office Assistant I	104	1	
		Clerical Assistant	100	1	
			90	1	
<b>Landscape Services</b>	<b>(5)</b>	Landscape Supervisor	123	1	
		Landscape Specialist	121	1	
		Landscape Inspector II - OR - Landscape Inspector I	118	3	
			114		
<b>Facilities Management</b>	<b>(3)</b>	Facilities Manager	130	1	A
		Building Maintenance Supervisor - OR - Facilities Technician	114	1	C
		Maintenance Worker II	106	1	
<b>Public Works - Corporation Yard</b>					
<b>Streets Maintenance</b>	<b>(13)</b>	Streets Maintenance Supervisor	123	1	A
		Senior Maintenance Worker	111	2	
		Equipment Operator I	109	3	
		Maintenance Worker II - OR - Maintenance Worker I	106	6	
			101		
		Laborer II - OR - Laborer	87	1	
<b>Traffic Signal Maintenance</b>	<b>(3)</b>	Traffic Signal Specialist	121	1	
		Traffic Signal Technician II	118	1	
		Traffic Signal Technician I	111	1	
<b>BUILDING AND SAFETY</b>		<b>(12)</b>			
		Director of Building & Safety	140	1	
		Supervising Plans Examiner	123	1	
		Building Permit Specialist II	118	1	
		Building Permit Specialist I	114	1	
		Building Inspector II - OR - Building Inspector I	118	5	
			114		
		Administrative Secretary	113	1	
		Office Assistant II	104	1	
		Clerical Assistant	90	1	

<u>Department / Division</u>	<u>Count</u>	<u>Classification</u>	<u>Salary Range</u>	<u>Authorized</u>
<b>ECONOMIC DEVELOPMENT</b>	<b>(8)</b>	Assistant City Manager	145	1
		Director of Economic Development	137	1
		Economic Development Manager	134	1
		Marketing and Tourism Manager	129	1
		Economic Development Technician I	114	1
		Marketing and Tourism Specialist	114	1
		Clerical Assistant	90	1
		Customer Service Clerk (part-time) - .7 FTE	87	1
<b>SPECIAL PROGRAMS</b>	<b>(4)</b>	Director of Special Programs	137	1
		Recycling Technician	113	1
		Management Analyst	120	1 A
		Office Assistant II	104	1
<b>TOTAL ALLOCATED POSITIONS</b>				<b>112</b>
				<i>Total FTE = 111.7</i>

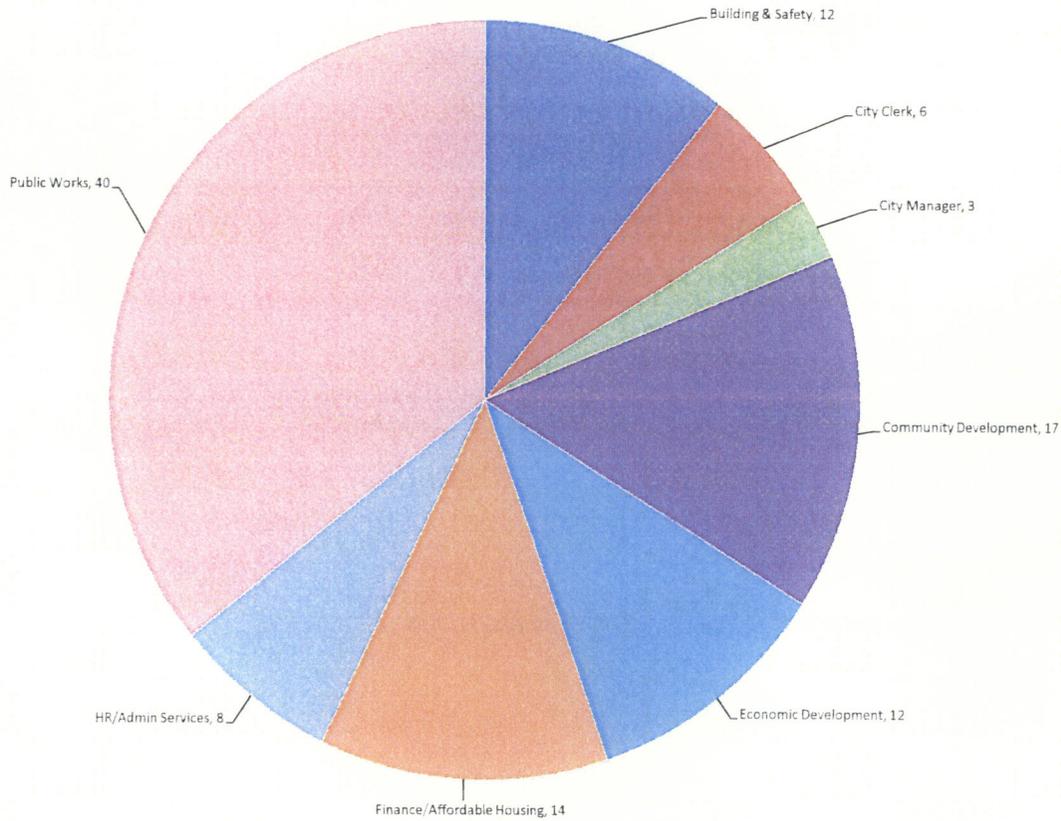
Footnotes:

A: Reclassifications effective July 1, 2016

B: Reorganizations of existing staff

C: Reclassification of vacancy after incumbent retirement, effective August 1, 2016

Staffing by Department



Department/Sub-Department	Sum of Staff
<b>Building &amp; Safety</b>	<b>12</b>
City Clerk	6
City Manager	3
<b>Community Development</b>	<b>17</b>
Code Compliance/Business License	8
Planning	7
Public Art	2
<b>Economic Development</b>	<b>12</b>
Economic Development	4
Special Programs	4
Tourism And Marketing	4
<b>Finance/Affordable Housing</b>	<b>14</b>
Affordable Housing	3
Finance	11
<b>HR/Admin Services</b>	<b>8</b>
Human Resources/Risk	4
Information Technology	4
<b>Public Works</b>	<b>40</b>
Facilities Maintenance	3
Landscape Services	5
PW Admin/Development	16
Streets Maintenance	13
Traffic Signal Maintenance	3
<b>Grand Total</b>	<b>112</b>

Department	Count
Building & Safety	12
City Clerk	6
City Manager	3
Community Development	17
Economic Development	12
Finance/Affordable Housing	14
HR/Admin Services	8
Public Works	40
<b>Grand Total</b>	<b>112</b>

**City of Palm Desert  
Schedule of Salary Ranges  
July 1, 2016 - June 30, 2017**

<b>City Council</b>	1,950.75	per month
<b>Housing Authority</b>	50.00	per meeting attended (maximum 4 meetings per month)
<b>City Manager</b>	248,906.11	annually

<b>Grade</b>	<b>Step 1</b>	<b>5% Step 2</b>	<b>5% Step 3</b>	<b>5% Step 4</b>	<b>5% Step 5</b>	<b>5% Step 6</b>	<b>3.5% Step 7</b>	<b>3.9%* Step 8</b>
<b>1</b>	119.6664							
<b>87</b>	12.4848	13.1070	13.7598	14.4534	15.1776	15.9426	16.5000	17.1435
<b>90</b>	17.1666	18.0336	18.9210	19.8696	20.8692	21.9096	22.6700	23.5541
<b>95</b>	18.5130	19.4412	20.4102	21.4302	22.5012	23.6232	24.4596	25.4082
<b>100</b>	22.0320	23.1642	24.3066	25.5102	26.8056	28.1520	29.1312	30.2532
<b>101</b>	22.5930	23.7252	24.9186	26.1528	27.4686	28.8456	29.8452	31.0182
<b>104</b>	24.3270	25.5306	26.8260	28.1724	29.5800	31.0590	32.1402	33.3744
<b>106</b>	25.5306	26.8260	28.1724	29.5800	31.0590	32.6094	33.7416	35.0472
<b>107</b>	26.1936	27.5298	28.9068	30.3348	31.8648	33.4356	34.5984	35.9448
<b>109</b>	27.5400	28.9272	30.3450	31.8750	33.4458	35.1492	36.3732	37.7706
<b>111</b>	28.9374	30.3654	31.8954	33.4764	35.1696	36.9138	38.1990	39.6780
<b>113</b>	30.3654	31.8954	33.4764	35.1696	36.9138	38.7702	40.1268	41.6772
<b>114</b>	31.1406	32.6910	34.3332	36.0366	37.8420	39.7494	41.1366	42.7176
<b>118</b>	34.3638	36.0774	37.8930	39.8004	41.7588	43.8498	45.3798	47.1444
<b>120</b>	36.1182	37.9236	39.8208	41.7792	43.8702	46.0836	47.6952	49.5414
<b>121</b>	37.0158	38.8722	40.8204	42.8400	45.0024	47.2566	48.9090	50.7858
<b>123</b>	38.8926	40.8510	42.8808	45.0330	47.2872	49.6434	51.3774	53.3562
<b>125</b>	40.8714	42.9012	45.0738	47.3280	49.7046	52.1730	53.9988	56.0898
<b>127</b>	42.9216	45.0840	47.3382	49.7148	52.1832	54.8046	56.7222	58.9050
<b>129</b>	44.1044	47.3586	49.7352	52.2036	54.8250	57.5586	59.5680	61.8834
<b>130</b>	46.2468	48.5418	50.9694	53.5194	56.2020	59.0070	61.0674	63.4236
<b>131</b>	47.3892	49.7556	52.2342	54.8454	57.5892	60.4656	62.5770	64.9944
<b>134</b>	51.0306	53.5908	56.2632	59.0886	62.0364	65.1474	67.4220	70.0332
<b>135</b>	52.2954	54.9270	57.6708	60.5370	63.5664	66.7386	69.0744	71.7570
<b>137</b>	54.9576	57.7014	60.5778	63.6174	66.7692	70.1352	72.5832	75.3882
<b>139</b>	57.7320	60.6390	63.6582	66.8304	70.1760	73.6848	76.2552	79.2132
<b>140</b>	59.1702	62.1180	65.2392	68.5032	71.9100	75.5106	78.1524	81.1920
<b>142</b>	62.1690	65.2698	68.5338	71.9610	75.5514	79.3458	82.1229	85.2720
<b>144</b>	65.3208	68.5848	75.0018	75.6126	79.4070	83.3646	86.2818	89.6172
<b>145</b>	66.9630	70.2882	73.8276	77.5098	81.3756	85.4556	88.4442	91.8612
<b>50 Y-RATE</b>								66.3200
<b>51 Y-RATE</b>								56.7222

\* July 1, 2014 Step 7 was divided to create a Step 8 while maintaining same top salary. Step 7 is a 3.5% increase and Step 8 is the balance