



City of Grass Valley City Council Agenda Action Sheet

Title: Approval of Cost of Living Adjustment (COLA) and Executive Contract Appendix
CEQA: Not a project

Recommendation: That Council 1) approve the a 3% Cost of Living Adjustment for all Executive Contract Employees, an option to pay into State Disability Insurance (SDI), and an adjustment to the Police Chief, Fire Chief, Deputy Administrative Services Director and Deputy Police Chief Salary range; 2) review the proposed Amendment to the Employment Agreements (including Appendix A) with Department Directors, City Clerk, and Deputy Directors; 3) authorize the City Manager to execute the agreements subject to legal review; 4) authorize the Finance Director or the City Manager's designee to make any necessary budget adjustments and/or amendments to complete this action.

Prepared by: Timothy M. Kiser, City Manager

Council Meeting Date: 10/10/2023

Date Prepared: 10/3/2023

Agenda: Consent

Background Information: Per previous actions of City Council, various City labor groups have agreed to modify their respective current Labor Memorandum of Understandings with the City of Grass Valley to reflect a 3% COLA to address inflationary issues. As such, staff is requesting to; 1) amend all the Executive Contract employees (Police Chief, Administrative Services Director, Fire Chief, City Engineer, Utilities Director, Public Works Director of Operations, City Planner, Deputy Police Chief, Deputy Administrative Services Director, and City Clerk) to provide a three-percent Cost of Living Adjustment (COLA) effective June 25, 2023 (the first day of a pay period coinciding with a July 1, 2023 implementation, 2) allow for individual contracts to pay into State Disability Insurance for Short Term disability, 3) increase the salary range for Police Chief, Fire Chief, Deputy Administrative Services Director and Deputy Police Chief by various amounts.

The estimated fiscal impacts for the Executive Unit include the following:

Contract Provision Revision	Estimated Annual Incremental Cost
Providing a 3% COLA increase to each Executive Director Unit	\$53,220 (General Fund) \$8,388 (Water Fund) \$3,948 (Sewer Fund)

Council Goals/Objectives: This proposed action executes portions of the work tasks towards achieving / maintaining the Strategic Plan goal to maintain a Productive and Efficient Workforce.

Fiscal Impact: The estimated incremental annual costs of \$65,556 effective for the beginning of the FY2023/24 has been included in the recommended budget for FY2023/24.

Funds Available: Yes

Account #: Various

Reviewed by: City Manager

Attachments:

- Proposed Draft Amendment for Executive Employees
- Proposed Appendix A for Executive Employees