



## City of Grass Valley City Council Agenda Action Sheet

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**Title:** Approval of Cost of Living Adjustment (COLA) and Executive Contract Appendix

**Recommendation:** That Council 1) approve the a 5% Cost of Living Adjustment for all Executive Contract Employees and reduction of personal Leave time accrual; 2) review the proposed Amendment to the Employment Agreements (including Appendix A) with Department Directors, Administrative Services Director, Community Development Director, Public Works Director of Operations, City Clerk, Deputy Administrative Services Director, Deputy City Clerk/Management Services Analyst, Police Chief, and Fire Chief; 3) authorize the City Manager to execute the agreements subject to legal review; 4) authorize the attached Amendment to the City Manager's Contract for the COLA and Personal Leave reduction and authorize the Mayor to execute the agreement, subject to legal review; and 5) authorize the Finance Director or the City Manager's designee to make any necessary budget adjustments and/or amendments to complete this action.

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**Prepared by:** Timothy M. Kiser, City Manager

**Council Meeting Date:** 06/28/2022

**Date Prepared:** 06/17/2022

**Agenda:** Consent

**Background Information:** Per previous actions of City Council, various City labor groups have agreed modified their respective current Labor Memorandum of Understandings with the City of Grass Valley to reflect a 5% COLA to address inflationary issues. As such, staff is requesting to amend all the Executive Contract employees (City Manager, Administrative Services Director, Community Development Director, Public Works Director of Operations, City Clerk, Deputy Administrative Services Director, Deputy City Clerk/Management Services Analyst, Police Chief, and Fire Chief) to provide a five-percent Cost of Living Adjustment (COLA) effective June 26, 2022 (the first day of a pay period coinciding with a July 1, 2022 implementation. Additionally, to offset some of the 5% COLA, Personal Leave time accrued time will be reduced effective June 26, 2022 for 10 plus years to 20 years to 316 hours (12.15 hours biweekly) for a reduction of 4 hours and 20 plus years to 328 hours (12.62 hours biweekly) for an equivalent of a reduction of 8 hours over those periods.

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

<b>Contract Provision Revision</b>	<b>Estimated Annual Incremental Cost</b>
Providing a 5% COLA increase to each Executive Director Unit	\$61,680 (General Fund) \$4,585 (Water Fund) \$10,430 (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 \$76,695 effective for the beginning of the FY2022/23 has been included in the recommended budget for FY2022/23.

**Funds Available:** Yes

**Account #:** Various

**Reviewed by:** City Manager

**Attachments:**

- Proposed Draft Amendment for Executive Employees
- Proposed City Manager Contract Amendment