



Staff Report

File #: 24-0007

REQUEST FOR CITY COUNCIL ACTION

DATE: 01/17/2024

TO: Honorable Mayor and City Council Members

FROM: Human Resources Department

SUBJECT:

RESOLUTION APPROVING THE CITY OF CORONA POSITION LIBRARY AND COMPENSATION PLAN AND REPEALING ALL PRIOR PLANS, INCLUDING RESOLUTION NO. 2023-116, TO IMPLEMENT NEGOTIATED SALARY RANGE INCREASES PER THE CITY OF CORONA'S COLLECTIVE BARGAINING AGREEMENTS AND RESOLUTIONS. ADDITIONALLY, APPROVING SALARY INCREASES FOR PART-TIME POSITIONS AND POLICE TRAINEE POSITION

EXECUTIVE SUMMARY:

This staff report asks the City Council to adopt an updated City of Corona Position Library and Compensation Plan, which updates specific compensation ranges, ensuring compliance with the City of Corona Collective Bargaining Agreements and Resolutions. Additionally, the report asks that the City Council approve a 2.5% salary adjustment for all part-time classifications and the Police Officer Trainee position.

RECOMMENDED ACTION:

That the City Council:

- a. Adopt Resolution No. 2024-001, approving the City of Corona Position Library and Compensation Plan and repealing all prior Plans, including Resolution No. 2023-116, effective December 6, 2023.
- b. Authorize an appropriation of \$50,237 from various funds, as noted in the Financial Impact section, for the part-time salary increases.

BACKGROUND & HISTORY:

State regulations for public employers require disclosure of position classifications and corresponding compensation. To ensure compliance and for even greater transparency, the City Council has previously adopted and updated the Position Library and Compensation Plan (Plan), a document that includes a list of all authorized employment positions for the City and their corresponding

compensation ranges.

The Plan provides added organizational efficiency and permits departments to continue streamlining operations without impacting service levels. Additionally, it allows members of the public to see what positions, even those not currently filled, are paid. To this end, it is essential to note that this document is strictly a resource document of available employment positions, as the positions listed will not necessarily be budgeted or funded in any given fiscal year. A list of full-time budgeted positions is located on the City’s website.

The City has seven groups of employees, each with their own collective bargaining agreements or resolutions that went into effect January 1, 2022. All salary tables have been pre-established in each respective Memorandum of Understanding and Resolution and each provides a salary increase effective at the beginning of the pay period following January 1, 2024, as shown in Exhibit 3. Each group and their associated increases are shown in the following table:

Bargaining Unit/Resolution	Salary Increase Percentage
Corona Firefighter Association	5.49%
Corona Police Employees Association	2.5%
Corona Police Supervisors Association	2.5%
Corona Public Service Employees Association	2.5%
Corona Supervisors Association	2.5%
City of Corona Management/Confidential Group Employees,	2.5%
City of Corona Executive Employees	2.5%

ANALYSIS:

During the collective bargaining process in 2021, increases for the part-time and other unrepresented positions effective the first full pay period following January 1, 2024 were inadvertently missed. To equally provide increases to all employees, staff is recommending that the City Council also provide a 2.5% salary increase to the City of Corona part-time employees and the Police Officer Trainee position effective the first full pay period following January 1, 2024. This increase will allow the City of Corona to remain competitive amongst employers hiring into similar part-time and non-represented full-time roles.

FINANCIAL IMPACT:

All changes to the salary table for full-time employees have already been approved by the City

Council and budgeted for the Fiscal Year 2024 budget.

Approval of part-time increases will have financial impacts as shown below for each fund. There is sufficient fund balance in each respective fund for approval of the recommended actions.

Fund	Appropriations
General Fund (110)	\$ 31,756
Measure X Fund (120)	8,943
Gas Tax Fund (222)	715
Cal Cops Grants (231)	2,641
Residential Refuse/Recycling Fund (260)	242
Reclaimed Water Utility Fund (567)	16
Water Utility Fund (570)	1,215
Sewer Utility Fund (572)	982
Direct Access Electric Utility Fund (576)	15
Greenfield Electric Utility Fund (578)	84
Information Technology Fund (681)	3,628
Total	\$ 50,237

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. This action will update two position titles and adhere to the negotiated contracts of the City of Corona, the activity is not subject to CEQA. There is no possibility that the acceptance of this report will have a significant effect on the environment.

PREPARED BY: KELSEY KENZ, HUMAN RESOURCES SUPERVISOR

REVIEWED BY: ANGELA RIVERA, CHIEF TALENT OFFICER

Attachments:

1. Exhibit 1 - Position Library and Compensation Plan - Redline Version
2. Exhibit 2 - Resolution 2024-001, Position Library and Compensation Plan
3. Exhibit 3 - Salary Attachment