

RESOLUTION NO. 3095-2007

RESOLUTION OF THE FORT BRAGG CITY COUNCIL ESTABLISHING A COMPENSATION PLAN AND BENEFITS AND CONDITIONS OF EMPLOYMENT FOR NON-BARGAINING CONFIDENTIAL EMPLOYEES

WHEREAS, it is the desire of the City Council to provide an adequate level of compensation and to enumerate the benefits and conditions of employment for non-bargaining confidential classifications; and

WHEREAS, non-bargaining confidential and/or restricted (RES) classifications covered by this Resolution include: Administrative Secretary – RES and Administrative Secretary to the City Manager; and

WHEREAS, non-bargaining confidential classifications are non-exempt and shall be a part of the Personnel Merit System, and shall receive the benefits associated with the Fort Bragg Employee Organization (FBEO).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does establish compensation and affirm benefits effective July 1, 2007 through June 30, 2011 for non-bargaining confidential employees as follows:

SECTION 1.0 SALARY COMPENSATION

Salaries shall be reviewed according to the terms and conditions of the current Memorandum of Understanding effective July 1, 2007 through June 30, 2011 between the City and the FBEO affiliated with the Service Employees International Union (SEIU).

1.1 SALARY SCHEDULE FOR INITIATIVE MEASURE D, ORDINANCE 672 NON-BARGAINING CONFIDENTIAL NON-EXEMPT CLASSIFICATION

- A. The salary provisions of Initiative Measure D. Ordinance 672 as adopted by the voters on November 4, 1986, are hereby recognized as the policy document governing the salary of the Administrative Secretary - RES.
- B. The salary adjustments as provided for in Ordinance 672 shall be implemented as soon as possible after January 1 of each year, and before January 31 unless there is a discrepancy. In these instances, the discrepancy shall be resolved, and the salary adjustments shall be implemented no later than February 28.
- C. In order to maintain equity across the organization with respect to all Administrative Secretary classifications, the salary range for the Administrative Secretary – RES classification shall be set equal to the Administrative Secretary to the City Manager and the Administrative Secretary (FBEO) classifications, unless the provisions of Ordinance 672 result in a higher salary range, in which case the salary range for Administrative Secretary – RES shall be set at the higher salary.

The following salary range shall be effective July 1, 2007:

	<u>Position</u>	<u>Range/Month</u>
1.	Administrative Secretary – RES	\$3,144 - \$3,822

1.2 SALARY SCHEDULE FOR NON-BARGAINING CONFIDENTIAL NON-EXEMPT CLASSIFICATION

The following salary range shall be effective July 1, 2007:

	<u>Position</u>	<u>Range/Month</u>
1.	Administrative Secretary to the City Manager	\$3,144 - \$3,822

1.3 ANNUAL COST-OF-LIVING ADJUSTMENTS

Salaries will be determined by and according to the cost-of-living adjustment (COLA) schedule implemented for the Fort Bragg Employee Organization (FBEO).

Effective July 1, 2008, July 1, 2009 and July 1, 2010 the base salary of each employee covered by this resolution shall be increased from between a minimum of 1.5% and a maximum of 4% based on the April San Francisco-Oakland-SanJose All Urban Consumers Price Index.

SECTION 2.0 OTHER BENEFITS


All other benefits terms and conditions will be provided and administered as provided for Fort Bragg Employee Organization employees.

The above and foregoing Resolution was introduced by Councilmember Gjerde, seconded by Councilmember Melo, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 13th day of August, 2007, by the following vote:

- AYES:** Councilmembers Courtney, Gjerde, Melo, and Mayor Hammerstrom.
- NOES:** None.
- ABSENT:** Councilmember Turner.
- ABSTAIN:** None.


DOUG HAMMERSTROM,
Mayor

ATTEST:


Cynthia M. VanWormer, CMC
City Clerk