

**RESOLUTION NO. 2019-16
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION APPROVING COST OF LIVING SALARY INCREASES FOR CERTAIN
UNREPRESENTED EMPLOYEES AND MODIFYING
THE TOWN'S SALARY SCHEDULE**

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

- (a) The Town has been in active negotiations since February 2019 to address potential salary increases for both represented and unrepresented employees.
- (b) The City Council has recently concluded negotiations with both the Colma Peace Officers Association and the Colma Police Communications/Record Association.
- (c) The City Manager is now recommending that the City Council approve cost of living increases for certain unrepresented employees consistent with Town's past practice of treating the unrepresented employees consistent with the Colma Peace Officers Association and the Colma Police Communications/Record Association, and because the City Council has been contemplating potential salary increases for both represented and unrepresented employees since February 2019. The City Manager is recommending that these salary increases be retroactive to April 7, 2019.

2. Order; Cost of Living Salary Increases for Certain Unrepresented Employees

- (a) The City Council hereby approves a cost of living increase for certain unrepresented employees, excluding the City Manager and Police Chief who both have separate employment agreements with the Town. This approval also excludes Casual Part-Time Recreation positions that will be addressed by separate City Council action through Resolution No. 2019-13.
- (b) All unrepresented employee positions, excluding the City Manager, Police Chief, and Casual Part-Time Recreation positions, shall receive a 2 percent pay increase every six months beginning April 7, 2019 through June 1, 2022 for a total increase of 12 percent over the three-year period.

3. Salary Schedule Adopted.

- (a) The City Council hereby amends the Town's salary schedule to implement the salary increases for both represented and unrepresented employees consistent with the City Council's approval of the represented employees respective MOUs and the adoption of this Resolution implementing increases for certain unrepresented employees.
- (b) The amended salary schedule is attached hereto as Exhibit "A" and is hereby incorporated by this reference.

4. No Contract. Nothing herein shall be construed as a contract with any employee, and the City Council shall have the discretion to modify the respective salaries in accordance with any applicable state or local provisions.

5. Effective Date. This resolution shall become effective upon adoption.

Certification of Adoption

I certify that the foregoing Resolution No. 2019-16 was duly adopted at a regular meeting of said City Council held on April 10, 2019 by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Joanne F. del Rosario, Mayor	X				
Helen Fiscaro	X				
Raquel Gonzalez	X				
Diana Colvin	X				
John Irish Goodwin	X				
Voting Tally	5	0			

Dated 4/19/19

Joanne F. del Rosario
Joanne F. del Rosario, Mayor

Attest: Caitlin Corley
Caitlin Corley, City Clerk

**RESOLUTION NO. 2019-13
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION INCREASING SALARIES FOR RECREATION LEADER POSITIONS, AND
INCREASING SALARIES FOR FACILITY ATTENDANT POSITIONS**

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

- (a) In September 2018, the City Council adopted Resolution No. 2018-41 to provide salary increases for part-time recreation staff in order to meet state minimum wage standards, and to continually adjust salaries on an annual basis to ensure continued compliance with the state minimum wage law.
- (b) Despite the adjustment, the Town continues to struggle to attract and retain top talent for part-time recreation staff positions.
- (c) Staff reviewed the salary schedules of similar positions in other cities and local businesses in the County of San Mateo, and found that the Town's pay ranges are below the hourly wage average for similar positions in the County.
- (d) The City Manager is now recommending that the City Council approve salary increases for recreation leader position and facility attendant positions as provided for in this Resolution.

2. Salary Scale for Part-Time Recreation Staff (including Recreation Leader, Senior Recreation Leader, and Facility Attendant).

- (a) The Town shall pay the respective hourly salaries shown below, with the City Manager determining the appropriate step in accordance with Subchapter 3.02 of the Colma Administrative Code relating to Employment:

	Step I	Step II	Step III	Step IV
Recreation Leader	13.00	13.65	14.33	15.06
Senior Recreation Leader	16.46	17.28	18.14	19.05
Facility Attendant	16.46	17.28	18.14	19.05

3. Salary Schedule Adopted.

- (a) The City Council hereby directs staff to amend the pay or salary schedule to memorialize the changes proposed by this Resolution, with the applicable pay or salary for each position listed, in compliance with Title 2 of the California Code of Regulations Section 570.5.

- 4. No Contract.** Nothing herein shall be construed as a contract with any employee, and the City Council shall have the discretion to modify the respective salaries in accordance with any applicable state or local provisions.

5. **Effective Date.** This resolution shall become effective upon adoption.

Certification of Adoption

I certify that the foregoing Resolution No. 2019- was duly adopted at a regular meeting of said City Council held on April 10, 2019 by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	X				
John Irish Goodwin	X				
Raquel "Rae" Gonzalez	X				
Diana Colvin	X				
Helen Fisicaro	X				
<i>Voting Tally</i>	5	0			

Dated 4/19/19

Joanne F. del Rosario
Joanne F. del Rosario, Mayor

Attest: Caitlin Corley
Caitlin Corley, City Clerk