

CITY OF HUNTINGTON BEACH

MEETING DATE: March 21, 2005

DEPARTMENT ID NUMBER: AS-05-004

Council/Agency Meeting Held: _____	City Clerk's Signature
Deferred/Continued to: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied	
Council Meeting Date: March 21, 2005	Department ID Number: AS-05-004

CITY OF HUNTINGTON BEACH REQUEST FOR ACTION

SUBMITTED TO: HONORABLE MAYOR AND CITY COUNCIL

SUBMITTED BY: JOAN FLYNN, CITY CLERK

PREPARED BY: CHARLES THOMAS, ACTING DIRECTOR OF ADMINISTRATIVE SERVICES

SUBJECT: ADOPT RESOLUTION TO MODIFY PAY AND CERTAIN BENEFITS FOR ELECTED CITY CLERK *Res. No. 2005-27*

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Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)

Statement of Issue:

Should the Resolution that authorizes the pay and benefits for the City Clerk be modified to be the same as proposed for Non-Associated (non-represented) employees of the City?

Funding Source:

Funding included in the fiscal year 2004/2005 and fiscal year 2005/2006 budget.

Recommended Action:

Adopt Resolution No. 2005-27, a Resolution of the City Council of the City of Huntington Beach modifying pay and benefits for the period of January 1, 2005 through December 31, 2006 for the elected City Clerk.

Alternative Action(s):

Do not adopt the Resolution and maintain the current pay and benefits for the elected City Clerk and direct staff accordingly.

Analysis:

The City Charter requires that the City Clerk's pay and benefits be set by Resolution of the City Council. Proposed pay and benefits changes that affect the City Clerk are the same as those proposed for Federal Labor Standards Act (FLSA) exempt non-represented employees in the capacity of Department Head for the City of Huntington Beach. This Resolution shall set compensation for the elected City Clerk at the highest level.

* F-5

REQUEST FOR ACTION

MEETING DATE: March 21, 2005

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Salary

*4% salary increase effective 9/25/04

4% salary increase effective 9/24/05

*Retroactive lump sum applicable

Health & Other Insurance Coverage

- City (employer) health insurance premium contributions shall not increase for the period of this Resolution
- Increase to dental (PPO plan) annual maximum benefit from \$1,000 to \$2,000
- Increase to Life and Accidental Death & Dismemberment Insurance coverage from \$45,000 to \$50,000

Leave Benefits

- Increase holiday pay from 8 hours to either 9 or 10 hours when the holiday falls on an employee's scheduled day of work (based on a flexible work schedule)

These and other benefit provisions are included in the Non-Associated Employees Pay and Benefits Resolution in Attachment #2.

Attachment(s):

City Clerk's Page Number	No.	Description
	1.	A Resolution modifying pay and benefits for 1/1/05 through 12/31/06 for the elected City Clerk <i>Res. No. 2005-27</i> Attachment A – Benefits for the Elected City Clerk Attachment B – Salary for the Elected City Clerk
<i>*</i>	2.	Non-Associated Employees Pay and Benefits Resolution

RCA Author: Irma Youssefieh

** ON FILE FOR REVIEW IN CITY CLERK'S OFFICE.*

ATTACHMENT #1

F-5.3

RESOLUTION NO. 2005-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON BEACH MODIFYING BENEFITS FOR THE PERIOD 1/1/05 THROUGH 12/31/06 FOR THE ELECTED CITY CLERK

WHEREAS, the City Council of the City of Huntington Beach desires to establish benefit changes for the elected City Clerk for the period January 1, 2005 through December 31, 2006,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Huntington Beach as follows:

SECTION 1. Benefits for the elected City Clerk shall be as reflected in **Attachment "A"** hereto.

SECTION 2. The salary for the elected City Clerk shall be set as reflected in **Attachment "B"** hereto.

SECTION 3. Any existing provisions in conflict with the foregoing, whether by minute action or resolution of the City Council, are hereby repealed.

SECTION 4. All benefits and salary ranges established herein shall continue at their highest levels until further modified by City Council action.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the _____ day of _____, 200__.

Mayor

REVIEWED AND APPROVED:

City Administrator

APPROVED AS TO FORM:

D. J. [Signature] 3/10/05
City Attorney *163/1/05*

INITIATED AND APPROVED:

C. [Signature] 3-10-05
City Clerk
Jean A. [Signature] 3/10/05

ATTACHMENT A

F-5.5

ATTACHMENT "A"

All benefits provided to non-associated officers, officials, and Federal Labor Standards Act (FLSA) exempt employees in the capacity of department head of the City shall be granted to the elected City Clerk during the periods reflected herein.

F-5.6

ATTACHMENT B

F-5.7

ATTACHMENT "B"

SALARY RANGE FOR CITY CLERK

Effective September 25, 2004

Salary Range	A	B	C	D	E
577	\$38.78	\$40.91	\$43.16	\$45.53	\$48.03

Effective September 24, 2005

Salary Range	A	B	C	D	E
585	\$40.34	\$42.56	\$44.90	\$47.37	\$49.98

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