

## RESOLUTION NO. 16161

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDWOOD CITY 1) AMENDING THE EXECUTIVE MANAGEMENT SUMMARY OF BENEFITS EFFECTIVE JULY 1, 2023, 2) AMENDING THE CITY OF REDWOOD CITY CLASSIFICATION AND WAGE AND SALARY PLAN TO REFLECT SALARY RANGES PREVIOUSLY APPROVED FOR CLASSIFICATIONS IN THE POLICE SUPERVISORS ASSOCIATION, CITY COUNCIL APPOINTED AND EXECUTIVE MANAGEMENT POSITIONS, UPDATE THE SALARY RANGE FOR CLASSIFICATIONS REPRESENTED BY SAN MATEO COUNTY FIREFIGHTERS INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 2400, UPDATE THE FIREFIGHTER TRAINEE CLASSIFICATION TO MATCH INTERNAL ALIGNMENT TO FIREFIGHTER/ENGINEER CLASSIFICATION, AMEND THE SALARY RANGE FOR FLEET SUPERVISOR TO SET THE SAME AS FACILITIES MAINTENANCE SUPERVISOR, UPDATE THE SALARY RANGE FOR CERTAIN CLASSIFICATIONS TO MEET 2023 LOCAL MINIMUM WAGE REQUIREMENTS, DEACTIVATE THE DEPUTY POLICE CHIEF CLASSIFICATION, ESTABLISH THE CLASSIFICATIONS OF HUMAN SERVICES MANAGER AND BUSINESS MANAGER, AND AMEND THE JOB DESCRIPTIONS FOR THE CLASSIFICATIONS OF DEPUTY CITY MANAGER AND EQUIPMENT MECHANIC I/II, AND 3) AMENDING THE CITY'S AUTHORIZED FULL-TIME EQUIVALENT EMPLOYEE TABLE IN THE FY 2023-24 ADOPTED BUDGET**

**WHEREAS**, the City of Redwood City and the Redwood City International Association of Firefighters Local 2400 (IAFF) have reached agreement on a one year extension to the Memorandum of Understanding July 1, 2021 through June 30, 2023 extending through June 30, 2024; and

**WHEREAS**, the parties agreed to amend the salary and wage plan by granting, effective the first full pay period in July 2023 (July 3, 2023), a 2.87% equity increase for Firefighter/Engineer and Fire Captain classifications and a 0.06% equity increase for the Deputy Fire Marshall classification, and effective the first full pay period in January 2024 (January 1, 2024) a three percent (3%) cost-of-living increase for all classifications represented by the IAFF bargaining unit, all as listed in Exhibit C; and

**WHEREAS**, staff recommends that the City's Classification and Wage and Salary Plan be updated to reflect salary ranges previously approved for classifications in the Police Supervisors Association, City Council Appointed and Executive Management positions; and

**WHEREAS**, pursuant to its authority, the Redwood City Council periodically determines whether to make adjustments to the salary and benefits plan for Appointed and Executive Management classifications; and

**WHEREAS**, staff recommends amending the Executive Management Summary of Benefits, attached as Exhibit A, which includes an expansion of benefits including offering employments agreements with severance pay of six months to Directors, Chiefs of Police and Fire, and Assistant City Managers, adding bereavement leave for a total of up to 5 working days off for bereavement leave, and adding requirement for submissions for reimbursements/allowances in regards to educational, professional development, personal well-being and/or technology reimbursement that they must be approved and submitted to Finance by May 31<sup>st</sup> of each fiscal year.

**WHEREAS**, the City Manager has requested that the salary range for Fleet Supervisor be amended to internally align with Facilities Maintenance Supervisor; and

**WHEREAS**, the City Manager has requested that the classification of Deputy Police Chief be deactivated, the job classifications of Human Services Manager and Business Manager be created, and the job descriptions of Deputy City Manager and Equipment Mechanic I/II be updated to reflect current roles, responsibilities, requirements and reporting structure, and all to meet the current and future operational needs for the City and with these classification specifications attached as Exhibit B; and

**WHEREAS**, the classification specifications as described in Exhibit B were prepared by Human Resources staff in consultation with department management, to ensure the foreseeable needs of the organization were met; and

**WHEREAS**, Human Resources staff met and conferred with the Service Employees International Union – Local 521, and reached agreement on the proposed job description changes for Equipment Mechanic I/II, and with the Redwood City Management Employees Association on the proposed job description for Human Services Manager and the updated salary range for Fleet Supervisor; and

**WHEREAS**, during the course of a fiscal year, the City Council may take actions that change or modify the City's existing and approved budgets; and

**WHEREAS**, the changes to the Authorized Full-Time Equivalent Employee Table for Parks, Recreation and Community Services in the FY 2023-24 Adopted Budget, as listed in Exhibit D, include:

- Removing 1.0 FTE for Parks, Recreation and Community Services Manager
- Adding 1.0 FTE for Human Services Manager; and

**WHEREAS**, the changes to the Authorized Full-Time Equivalent Employee Table for the Police Department in the FY 2023-24 Proposed Budget, as listed in Exhibit D, include:

- Removing 1.0 FTE for Deputy Police Chief
- Adding 1.0 FTE for Business Manager

**WHEREAS**, the City Council previously approved the unrepresented classification of Firefighter Trainee be set at 80% that of Step 1 Firefighter/Engineer – 40 hour, therefore salary to be increased by the same percentage amount and effective the same effective dates as the IAFF classification of Firefighter/Engineer (2.87% effective July 3, 2023 and 3% effective January 1, 2024) as listed in Exhibit C; and

**WHEREAS**, the City Council adopted an Ordinance to increase minimum wage for employees that work within the City of Redwood City to \$17.00 per hour, effective January 1, 2023; and

**WHEREAS**, the City presents updated versions of the full City-Wide Salary Plan to City Council on a periodic basis to comply with requirements of the California Public Employees Retirement System (CalPERS), included as Exhibit C.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDWOOD CITY AS FOLLOWS:**

1. The recitals set forth above are true and correct and are hereby incorporated.
2. by this reference as if fully set forth in their entirety.
3. The Executive Management Summary of Benefits shall be amended as set forth in Exhibit A.
4. The City's Classification and Salary and Wage Plan is amended to deactivate the classification of Deputy Police Chief, update the job descriptions for Deputy City Manager and Equipment Mechanic I/II, add new classifications of Human Services Manager and Business Manager, amend the salary range for Fleet Supervisor to set the same as Facilities Maintenance Supervisor, amend salary for classifications represented by the International Association of Firefighters Local 2400, amend salary for unrepresented classification of Firefighter Trainee to reflect at 80% that of Firefighter/Engineer Step 1, update to reflect current salaries previously approved for Council Appointed, Executive Management, and PSA classifications, and amend specific salary ranges for certain classifications to meet local 2023 minimum wage requirement, all as listed in Exhibits B and C.
5. Authorized Full-Time Equivalent Employee Table for Parks, Recreation and Community Services in the FY 2023-24 Adopted Budget is hereby amended to include the changes in Exhibit D, which removes 1.0 FTE for Parks, Recreation and Community

Services Manager and adds 1.0 FTE for Human Services Manager and from the Authorized Full-Time Equivalent Employee Table for the Police Department removes 1.0 FTE for Deputy Police Chief and adds 1.0 FTE for Business Manage.

6. This resolution shall be effective upon the date of its adoption.

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Passed and adopted by the Council of the City of Redwood City at a  
Joint City Council/Successor Agency Board/Public Financing Authority Meeting  
thereof held on the 26th day of June 2023 by the following votes:

AYES: Aguirre, Eakin, Howard, Martinez Saballos, Sturken, Vice  
Mayor Espinoza-Garnica, and Mayor Gee  
NOES: None  
ABSENT: None  
ABSTAINED: None  
RECUSED: None



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Jeff Gee  
Mayor of the City of Redwood City

Attest:



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Pamela Aguilar, CMC  
City Clerk of Redwood City

I hereby approve the foregoing resolution this  
29<sup>th</sup> day June 2023.



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Jeff Gee  
Mayor of the City of Redwood City