



City Council Staff Report

Subject: Various Personnel Items

Date: October 28, 2025

Submitted By: Elise Hardy, Management Analyst
Tameka Usher, Administrative Services Director

Department: Administrative Services - Human Resources

Recommendation:

- A. Adopt a Resolution of the City Council of the City of Rocklin Fixing the Employer Contribution under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants.
- B. Adopt a Resolution of the City Council of the City of Rocklin to Approve Classifications and Allocations of One Additional Police Lieutenant and One Administrative Services Manager; and Adopt a Revised Management Salary Schedule.

Background:

CalPERS- Public Employees' Medical and Hospital Care Act Plan Change

The City participates in the CalPERS medical program, which is governed under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (PEMHCA). Among other requirements, PEMHCA mandates equal employer contributions for active employees and retirees.

Staff has conducted extensive research on ways to improve medical benefits for active employees and to reduce financial exposure associated with retiree medical costs. The City is in the process of negotiating a second tier for retiree medical contributions for all employee groups. The new second tier would only apply to new hires and would have no effect on current employees or retirees. Therefore, staff recommends that the City transition the health contribution from the current \$1,200 per month contribution to the PEMHCA minimum contribution. Transitioning to the PEMHCA minimum, which is currently \$158 per month and will increase to \$162 per month in the 2026 benefit year, will give the City the flexibility to increase the medical contribution (up to 100% of the Kaiser Employee + one premium for the calendar year 2026) into a cafeteria plan for active employees without affecting the contribution to retirees.

Government Code Section 22892(a) requires that the City Council approve any change to the employer contribution amount through a resolution. On August 26, 2025, the City Council approved transitioning Management and Confidential, and Fire to the PEMHCA minimum. The Police Association and Public Safety Managers approved the change in the 2025-2028

Memorandum Of Understanding, which the City Council approved on October 14, 2025; therefore, staff are now seeking to transition these two groups to the PEMHCA minimum.

Allocation Changes

To ensure improved span of control, improve distribution of duties and responsibilities, and support long-term succession planning, staff recommends the addition of one Police Lieutenant allocation in the Police Department and one Administrative Services Manager allocation in the Administrative Services Department.

Allocation Changes

- Add 1.0 FTE Police Lieutenant
- Add 1.0 FTE Administrative Services Manager

In accordance with the definition of Management Employee in the City of Rocklin Employee/Employer Resolution, staff recommends that the classification of Administrative Services Manager be assigned to the Management Group. Additionally, staff recommends making this position at-will, as defined in the City of Rocklin Personnel Rules. Staff further recommends placing the Administrative Services Manager at Range 20 (\$112,734 – \$153,65) of the Management Salary Schedule.

Title 2 of the California Code of Regulations, section 570.5 requires the City's salary schedules to be approved and adopted by the City Council at a public meeting.

Fiscal Impact:

The estimated three-year fiscal impact of the PEMHCA Plan for the Police Associations and the Public Safety Manager is \$1,369,772.

The projected cost to add a Police Lieutenant and an Administrative Services Manager is approximately \$275,000 in Fiscal Year (FY) 2025/26 is approximately \$275,000 and \$550,000 in FY 2026/27.

ATTACHMENTS:

1. [Resolution A](#)
2. [Resolution B](#)
3. [Resolution B Exhibit 1 - Management Salary Schedule](#)