

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

RESOLUTION NO. 2025-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA RESCINDING AND REPLACING RESOLUTION NO. 2024-094, AUTHORIZING THE CITY ADMINISTRATOR TO ESTABLISH AND ADOPT THE NEW CLASS SPECIFICATION AND SALARY SCHEDULE OF LIBRARY ASSOCIATE, ADOPT REVISIONS TO THE CURRENT LIBRARIAN I AND II CLASSES AND NEW SALARY SCHEDULES IN ACCORDANCE WITH MUNICIPAL CODE 2.52.590(B)

WHEREAS, Council previously took action on December 3, 2024, to revise existing classes and adopt new classes and salary ranges for certain Library classes through adoption of Resolution No. 2024-094; and

WHEREAS, the section of the Municipal Code section referenced in Resolution No. 2024-094 for salary step placement for affected employees on December 3, 2024 was incorrectly referenced; and

WHEREAS, Municipal Code 2.52.590(B) Salary Determination – Reclassification of Position is the correct Municipal Code section for the previously approved Council actions; and

WHEREAS, to remedy the situation, the City Council hereby rescinds and replaces Resolution 2024-094 adopted on December 3, 2024, with Resolution No. 2025-09.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY RESCIND RESOLUTION NO. 2024-094 AND REPLACE IT WITH THE FOLLOWING RECITALS:

WHEREAS, there is a Memorandum of Understanding (MOU) between the City and general employees represented by the Laborers' International Union of North America, United Public Employees of California; and

WHEREAS, in December 2019 the City of Carmel-by-the-Sea approved a new MOU with the Laborers' International Union of North America, United Public Employees of California (LiUNA/UPEC), and two side letters committing the City to undertake two classification studies including Public Works Maintenance classes and Library classes; and

WHEREAS, after pandemic delays the Public Works study was completed in late 2022 and the Library study has been ongoing since 2023; and

WHEREAS, the City has the goal of compensating its employees at a competitive and fair level considering the relevant labor market, while encouraging employees to maintain long-term employment with the City to provide knowledgeable and first-class municipal services to the City's residents and visitors; and

WHEREAS, the City and LiUNA/UPEC have reached an agreement which is embodied in the attached Memorandum of Understanding for the period of July 1, 2022 through June 30, 2024; and

WHEREAS, **Municipal Code 2.52.590(B)** and amendments thereto provide, among other things that the City Council establish the legal current salary range from the salary schedule for each class of position; and

WHEREAS, the salary resolution is adopted annually or periodically by the City Council upon review and recommendation of the City Administrator; and

WHEREAS, the California Public Employee's Retirement Law, at Section 570.5 of the California Code of Regulations Title 2, requires the City to publish pay rates and ranges on the City's internet site and the City Council to approve the pay rates and range in its entirety each time a modification is made; and

WHEREAS, staff recommends that the City Council adopt the current City pay rates and ranges for General Unit classifications be amended.

NOW THEREFORE, BE IT FURTHER RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

1. Authorize and approve the City Administrator to establish the new Supervising Librarian and Library Associate job descriptions (Exhibits A & B), and revised job descriptions for Library Assistant and Librarian (Exhibits C & D); and
2. Authorize and approve the City Administrator to establish the salary ranges below:

Library Assistant <i>(no change)</i>	G-204	Hourly:	\$28.13	\$29.54	\$31.01	\$32.56	\$34.20
		Monthly:	\$4,875.87	\$5,120.27	\$5,375.07	\$5,643.73	\$5,928.00
		Annual:	\$58,510.40	\$61,443.20	\$64,500.80	\$67,724.80	\$71,136.00
Library Associate	G-234	Hourly:	\$30.94	\$32.49	\$34.12	\$35.83	\$37.62
		Monthly:	\$5,362.93	\$5,631.60	\$5,914.13	\$6,210.53	\$6,520.80
		Annual:	\$64,355.20	\$67,579.20	\$70,969.60	\$74,526.40	\$78,249.60

Librarian	G-254	Hourly:	\$36.67	\$38.50	\$40.43	\$42.45	\$44.57
		Monthly:	\$6,356.13	\$6,673.33	\$7,007.87	\$7,358.00	\$7,725.47
		Annual:	\$76,273.60	\$80,080.00	\$84,094.40	\$88,296.00	\$92,705.60

Supervising Librarian	G-254	Hourly:	\$40.34	\$42.35	\$44.47	\$46.69	\$49.03
		Monthly:	\$6,992.27	\$7,340.67	\$7,708.13	\$8,092.93	\$8,498.53
		Annual:	\$83,907.20	\$88,088.00	\$92,497.60	\$97,115.20	\$101,982.40

3. Adopt revisions to the current Library Assistant, Librarian I, and Librarian II classes and retitle the Librarian I as Librarian and Librarian II as Supervising Librarian;
4. Reallocate four (4) of the current full-time Library Assistant positions to the newly adopted Library Associate class;
5. Place employees in the new/revised class at salary steps in accordance with **Carmel Municipal Code 2.52.590(B) Salary Determination – Reclassification of position**;
6. Modify the LiUNA Management Unit to add the class of Supervising Librarian and modify the LiUNA General Unit to delete the class of Librarian II.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this
3rd day of February, 2025 by the following roll call vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dale Byrne, Mayor

Nova Romero, MMC, City Clerk

Attachments:

Exhibit A – Supervising Librarian Job Description

Exhibit B – Library Associate Job Description

Exhibit C – Library Assistant Job Description

Exhibit D – Librarian Job Description