



# CITY OF POMONA COUNCIL REPORT

---

October 16, 2017

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Linda Matthews, Human Resources/ Risk Management Director

Subject: **Adoption of a Resolution Approving Exception to the 180-day Wait Period for Retired Annuitant Employment Pursuant to California Government Code Sections 7522.56(f) and 21224**

## OVERVIEW

**Recommendations** – That the City Council adopt the attached resolution approving an exception to the 180-day wait period to hire Laura Zendejas as a retired annuitant as required by California Public Employees' Retirement Law, Government Code Sections 7522.56(f) and 21224.

**Fiscal Impact** – Funding is currently available through payroll's salary savings in the FY 2017-18 Finance Budget. The part-time expense will be paid from Account Number 101-1120-52285-00000 for the recommended action.

**Previous Related Action** – N/A

## EXECUTIVE SUMMARY

California law requires that retirees from the California Public Employee Retirement System (CalPERS) wait 180 days before returning to work for a CalPERS agency. An exception can be made by the City Council. Approval of the proposed resolution will authorize an exception to the 180-day wait period to hire Laura Zendejas, a retired Payroll Supervisor, who retired on July 11, 2017, as a part-time Technical Specialist II. Her appointment is needed immediately due to the deadline for implementing a new human resources and payroll information system ("PDS") by August 2018. Ms. Zendejas possesses unique skills and knowledge that are critical to the implementation of the system.

## DISCUSSION

California Public Employees' Retirement Law, §7522.56(f) requires a retired annuitant to wait 180 days after retirement to be employed by a CalPERS employer, unless all of the following qualifying exceptions are met:

- The public agency certifies the nature of the employment and that the appointment is necessary to fill a critically needed position before 180 days have passed.
- Appointment has been approved by the governing body of the employer in a public meeting.
- Appointment may not be placed on a consent calendar.

Ms. Laura Zendejas was employed by the City for thirty years and was a key member of the Finance Department as the Payroll Supervisor. She has extensive knowledge of the Human Resources, Benefits, and Payroll software currently used by the City and in fact, was instrumental in the configuration and implementation of the system. The City is currently at a critical point in creating a Project Management Team to configure and implement Vista, the new Human Resources, Benefits and Payroll software. Ms. Zendejas possesses specialized knowledge, skills, and expertise in this field, which are required for the implementation of the project.

Therefore, the Human Resources and Finance Departments recommend the appointment of Ms. Zendejas as a Technical Specialist II to assist with the implementation of the new system. The appointment will allow for Ms. Zendejas to serve as a consultant to facilitate the evaluation of the City's data conversion requirements and data conversion mapping process. Ms. Zendejas will work with the City's Project Management Team to extract data from the current system and conduct an analysis of the existing data for accuracy and effectiveness. She will consult on the system configuration and the establishment of security templates for the following: 1) Human Resources structures such as position, job, training, licenses, tests, and status tables; 2) benefits structures such as the setup of benefit plans, benefit deductions, valuations, premiums, eligibility, and rules; and 3) payroll structures such as earnings, deductions, taxable benefits, pretax plans, tax profiles, employee tax setup, premium rules, general ledger, matching contributions, checks and advices, direct deposit, bond processing, and workers' compensation. She will conduct process testing such as new hires, transfers, and terminations, check printing, direct deposit, and tax reporting, and perform other job duties as required.

Upon approval by City Council, Ms. Zendejas will be appointed as a part-time hourly employee (limited to 960 hours maximum) at an hourly salary of \$43.26 per hour with no benefits.

Attachment:

- 1 - Resolution Adopting an Exception to the 180 Day Wait Period for Hiring a Retired Annuitant

Exhibit A - Offer letter