

Agenda Report

June 12, 2023

TO: Honorable Mayor and City Council
FROM: Human Resources
**SUBJECT: ADOPTION OF SALARY RESOLUTIONS FOR NON-REPRESENTED
NON-MANAGEMENT AND NON-REPRESENTED MANAGEMENT**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action herein is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15061(b)(3) (Common Sense Exemption);
2. Adopt the Non-Represented Non-Management Salary Resolution; and
3. Adopt the Non-Represented Management Salary Resolution.

BACKGROUND:

The City Council establishes by resolution the salaries and benefits for classifications that are not represented by an employee association or union. The City Council may adopt salary resolutions as necessary in order to make adjustments to wages, benefits and working conditions for non-represented employees. The non-represented employee resolutions are typically reviewed once annually.

As part of the annual review of the non-represented employee salary resolutions, staff has updated the Non-Represented Non-Management and Non-Represented Management salary resolutions.

In addition to across the board wage increases, this year's recommended updates include additional increases to select classifications. These classifications, which are identified below, are recommended for additional increases in order to preserve internal

alignment, maintain parity with comparable classifications in represented groups, and/or support the City's ability to recruit and retain personnel.

The changes to non-represented employee resolutions are summarized as follows:

Non-Represented Non-Management:

1. Salary Increases:

- a. Effective June 19, 2023, Non-Represented Non-Management employees, with the exception of retired annuitants and CSW (Maintenance Trainee), will receive a wage increase in the amount of 3%.
- b. Effective June 19, 2023, the salary of CSW (Maintenance Trainee) will be as follows:

Classification	Step 1	Step 2	Step 3	Step 4
CSW (MAINTENANCE TRAINEE)	\$17.5933	\$18.4730	\$19.4762	\$20.8395

- c. Effective June 19, 2023, the salary steps or range for specific classifications within the Parks, Recreation and Community Services Department will receive an additional increase as follows.

- 1. CSW (Lead Ambassador): 4.4%
- 2. Junior Lifeguard: 10%
- 3. Lifeguard: 10%
- 4. Sr. Lifeguard/Instructor: 10%
- 5. Instructor: 10%
- 6. Pool Manager: 10%
- 7. Recreation Leader: 10%
- 8. Recreation Leader-B: 10%
- 9. Recreation Facilities Assistant: 10%
- 10. Recreation Site Coordinator: 10%

- 2. Tuition Reimbursement: Increase to \$5,000 per fiscal year (from \$2,000).
- 3. Life Insurance: Increase benefit to \$100,000 (from \$50,000).
- 4. Eliminate PEPRA Cost-share.
- 5. Include sick leave in calculation of hours worked for OT 1.5 eligibility.

6. Add employee-paid State Disability Insurance (SDI) program – (1% of Salary).
7. Add holiday language adding Cesar Chavez Day and Juneteenth in exchange for Lincoln's Birthday (*to be effective once bargained with all unions*).
8. The Non-Represented Non-Management Salary Resolution includes additional non-economic language changes, including routine annual updates to medical benefit contribution rates.

Non-Represented Management:

1. Salary Increases:

- a. Effective June 19, 2023, Non-Represented Management employees will receive a wage increase in the amount of 3%.
 - b. Effective June 19, 2023, the following classifications will receive an additional labor market and/or internal equity increase to the control rate as follows:
 1. Deputy Director of Public Health: 6.2%
 2. Deputy Director of Libraries: 6.2%
 3. Deputy Fire Chief: 1.35%
 4. Deputy Police Chief: 1.5%
 5. Police Commander: 1.5%
 6. Police Lieutenant: 1.5%
2. Tuition Reimbursement: Increase to \$5,000 per fiscal year (from \$2,000).
 3. Life Insurance: Increase benefit to \$150,000 (from \$75,000).
 4. Eliminate PEPRA Cost-share.
 5. Include sick leave in calculation of hours worked for OT 1.5 eligibility.
 6. Professional Development Allowance: Increase \$750 benefit to \$1,000.
 7. Discretionary MTO: Increase from 18 hours to 40 hours (*requires additional approval for >18 hours*).
 8. MTO bank max: Increase from 58 hours to 80 hours.
 9. Movement through Salary Range: Increase from "up to 5%" to "up to 7%."

10. POST Management Certificate Pay (Police Lieutenant and Police Commander): Increase from 2.5% to 4.5%.
11. Add POST Management Certificate Pay (Deputy Police Chief): 2% of base salary.
12. Add salary study language for Police Lieutenants, Police Commanders, Police Supervisors, Police Administrators and Police Executive Administrator.
13. Effective July 31, 2023, add shift differential of \$1.75 per hour for Police Supervisors who work the graveyard shift.
14. Special Assignment Pay (Police Lieutenants): Increase from \$450 per month to 3% of Base Pay and \$850 per month (Helicopter Pilot Pay) to 5% of Base Pay.
15. Add Special Assignment Pay to all Police Lieutenants assigned to special units (non-patrol).
16. Add Educational Incentive Pay for employees in the classification of Deputy Fire Chief who possess the Office of the State Marshal Executive Chief Fire Officer certification (\$2,000 one-time bonus).
17. Uniform Allowance: Increase value from \$750 to \$1,000 for Deputy Fire Chief.
18. Add employee-paid State Disability Insurance (SDI) program – (1% of Salary).
19. Add holiday language adding Cesar Chavez Day and Juneteenth in exchange for Lincoln's Birthday (to be effective once bargained with all unions).
20. The Non-Represented Management Salary Resolution includes additional non-economic language changes, including routine annual updates to medical benefit contribution rates.


COUNCIL POLICY CONSIDERATION:

The recommended changes to the salary resolutions support the City Council's strategic goal of maintaining fiscal responsibility and stability.

FISCAL IMPACT:

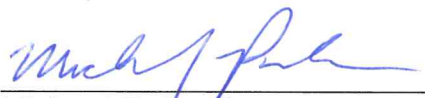
The fully burdened FY 2024 cost of the recommended increases is approximately \$1.88 million, which will be absorbed into departmental operating budgets. Approximately 78% of the cost is funded directly through the General Fund.

Respectfully submitted,



TIFFANY JACOBS-QUINN
Director of Human Resources

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Approved by:



MIGUEL MÁRQUEZ
City Manager

Attachments:

Attachment A – Non-Represented Non-Management Salary Resolution

Attachment B – Non-Represented Management Salary Resolution