



# Agenda Item

## City Council

Item #: 3.11.

11/28/2023

File #: 23-0762

**TO:** Honorable Mayor and Members of the City Council

**THRU:** Tom Kisela, City Manager

**FROM:** Monica Espinoza, Human Resources Director

### 1. SUBJECT

Classification, compensation, and terms of employment of Part-Time and Limited Duration employees for the period of January 1, 2024, through December 31, 2024. Resolution No. 11503.

### 2. SUMMARY

Resolution No. 11503 amends the compensation and terms of employment for the City's Part-Time and Limited Duration employees for the period of January 1, 2024, through December 31, 2024.

### 3. RECOMMENDED ACTION

Adopt Resolution No. 11503. A Resolution of the City Council of the City of Orange relating to the classification, compensation, and terms of employment for Part-time and Limited Duration employees of the City of Orange effective January 1, 2024, through and including December 31, 2024, and repealing Resolution No. 11423 and amendments thereto.

### 4. FISCAL IMPACT

The total annual increase in General Fund costs for the proposed adjustments is approximately \$1,700. This calculation is based on the number of active employees within the affected classifications.

### 5. STRATEGIC PLAN GOALS

Goal 1: Provide for a safe community

a: Provide staffing and resources to deliver services that ensure public safety.

Goal 4: Provide outstanding public service

e: Attract, retain and develop quality employees dedicated to public service.

### 6. DISCUSSION AND BACKGROUND

There are currently 64 part-time and limited duration employees on payroll who are covered by this Resolution. With a few exceptions, the vast majority of these employees serve in positions that are either limited duration, seasonal (summer only), or part-time with a work schedule of 19 hours per week or less. Employees covered by the City's Part-time and Limited Duration Resolution are considered unrepresented and therefore do not bargain collectively for salary, benefits, and other terms and conditions of employment.

Effective January 1, 2024, a minimum wage increase will be triggered by the rate of inflation in the

State of California, setting a new minimum wage from \$15.00 to \$16.00 per hour. One of our classifications, within a three-part series, is paid less than the new minimum wage. Staff therefore recommends adjusting salary levels for those impacted positions with an effective date of December 3, 2023 to comply with the new mandate.

Staff is further recommending addressing salary for the intern series to ensure pay rates are competitive as we look to develop an internship program. The following changes will be implemented should Council approve the attached Resolution:

#### Wage Increases

a) Police Reserve Series: Police Reserve Officer III (from \$15.51 to \$16.06 per hour), Police Reserve Officer II (from \$16.63 to \$17.22 per hour), and Police Reserve Officer I (from \$20.30 to \$21.02 per hour).

b) Intern Series: Management Intern and Engineering Intern (from \$17.57 to \$20.00 per hour).

#### Medical Insurance

Effective the first pay period in January 2024, increase the City's contribution toward medical insurance benefits per employee by \$50.00 per month for 2-party coverage, and \$100.00 per month for family coverage.

## **7. ATTACHMENTS**

- Resolution No. 11503