



# Agenda Item

## City Council

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**Item #:** 3.26.

11/10/2020

**File #:** 20-185

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

**THRU:** Rick Otto, City Manager

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

### 1. SUBJECT

Classification, compensation, and terms of employment of Part-Time and Seasonal employees, and amendment of the Citywide Pay Schedule. Resolution Nos. 11280 and 11284.

### 2. SUMMARY

Resolution No. 11280 amends the compensation and terms of employment for the City's part-time and seasonal employees for the period of July 1, 2020 through June 30, 2021. Details of this agreement are provided under Section 6, "Discussion and Background" below.

Resolution No. 11284 amends the Citywide Pay Schedule as required by the California Code of Regulations.

### 3. RECOMMENDED ACTION

1. Adopt Resolution No. 11280. A Resolution of the City Council of the City of Orange relating to the classification, compensation, and terms of employment for Part-Time and Seasonal employees of the City of Orange effective July 1, 2020, through and including June 30, 2021, and repealing Resolution No. 11183 and amendments thereto.
2. Adopt Resolution No. 11284. A Resolution of the City Council of the City of Orange amending the Citywide Pay Schedule in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5

### 4. FISCAL IMPACT

The total annual increase in General Fund costs for the proposed adjustments is \$110,000.

### 5. STRATEGIC PLAN GOALS

Goal 1: Provide for a safe community

b: Provide and maintain infrastructure necessary to ensure the safety of the public.

Goal 4: Provide outstanding public service

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

### 6. DISCUSSION AND BACKGROUND

Employees covered by the City's Part-Time and Seasonal Resolution are considered unrepresented and therefore do not bargain collectively for salary, benefits, and other terms and conditions of

employment.

In late 2016, former Governor Jerry Brown signed into law Senate Bill 3, raising California's minimum wage to \$15.00 by 2022. The next increase to minimum wage takes effect January 1, 2021, when the minimum wage will rise from the current \$13.00 per hour to \$14.00 per hour, with increases scheduled through 2022 as follows:

Effective Date	Non-Exempt Hourly Wage
January 1, 2020	\$13.00
January 1, 2021	\$14.00
January 1, 2022	\$15.00

A few of our part-time classifications are currently paid less than the new minimum wage. Staff is therefore recommending the Council address salary levels for those impacted positions with an effective date of December 6, 2020 to comply with the new State minimum wage. Staff is further recommending to address the compensation of other classifications to ensure pay rates are competitive in an effort to recruit and retain quality employees, and to protect against future salary compaction between classifications within the same job families.

There are currently 130 part-time and seasonal employees (FTE 37.68) on payroll who are covered by this Resolution. With a few exceptions, the vast majority of these employees serve in positions that are either temporary, seasonal (summer only), or part-time with a work schedule of 19 hours per week or less. The following changes would be implemented if Council approves the attached Resolution.

- Minimum Wage Increase Requirement
  - a) Swimming Attendant (from \$13.02 to \$14.03 per hour) = 7.5%
  - b) Engineering and Management Intern (from \$13.55 to \$14.03 per hour) = 3.5%
  - c) Parks and Recreation Series: Parks Maintenance Helper and Recreation Services Leader I (\$13.02 to \$14.03 per hour) = 7.5%
  - d) Police Cadet I (from \$13.02 to \$14.03 per hour) = 7.5%
  - e) School Crossing Guard (from \$13.02 to \$14.03 per hour) = 7.5%
- Recruitment & Retention
  - a) Parks and Facilities Attendant (from \$15.90 to \$16.30 per hour) = 2.5%
  - b) Police Academy Trainee (from \$5,141.00 to \$5,541.00 per month) = 7.5%
  - c) Police Cadet II (from 14.39 to \$14.75 per hour) = 2.5%
  - d) Recreation Services Leader II (from 14.39 to \$14.75 per hour) = 2.5%
- Medical Insurance

Effective the first pay period in January 2021, increase the City's contribution toward medical insurance benefits per employee by \$25.00 per month for single coverage, \$50.00 per month

for 2-party coverage, and \$75.00 per month for family coverage.

## **7. ATTACHMENTS**

- Resolution No. 11280
- Resolution No. 11284