



# Agenda Item

## City Council

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Item #: 3.26.

11/9/2021

File #: 21-0563

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

**THRU:** Thomas R. Hatch, Interim City Manager

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

### 1. SUBJECT

Classification, compensation, and terms of employment of Part-Time and Seasonal employees. Resolution No. 11359.

### 2. SUMMARY

Resolution No. 11359 amends the compensation and terms of employment for the City's Part-Time and Seasonal employees for the period of July 1, 2021 through June 30, 2022.

### 3. RECOMMENDED ACTION

Adopt Resolution No. 11359. 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, 2021, through and including June 30, 2022, and repealing Resolution No. 11280 and amendments thereto.

### 4. FISCAL IMPACT

The total annual increase in General Fund costs for the proposed adjustments is \$272,000 with an increase of \$151,000 for Fiscal Year 2021-2022.

### 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

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, gradually raising California's minimum wage from \$10.50 per hour in 2017 to \$15.00 per hour by 2022. The next and final increase to minimum wage attached to this Bill takes effect January 1, 2022, when the minimum

wage will rise from the current \$14.00 per hour to \$15.00 per hour.

Ten of our part-time classifications are currently paid less than the new minimum wage. Staff therefore recommends adjusting salary levels for those impacted positions with an effective date of December 5, 2021 to comply with the new State minimum wage. Staff is further recommending addressing the salary of other classifications to ensure pay rates are competitive in an effort to recruit and retain quality employees, and to address salary compaction between classifications within job families that has occurred because of the five (5) required minimum wage increases since 2017.

The proposed increases will assist the City in its efforts to attract and recruit quality candidates, which has become increasingly difficult in the last 18 months. This recruiting difficulty is in large part due to private employers offering competitive hourly wages that exceed the minimum wage amount for entry-level positions in a highly competitive general labor market.

There are currently 85 part-time and seasonal employees (FTE 47.893) 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.

- Wage Increases

- a) Aquatics Series: Pool Manager (from \$20.40 to \$23.58), Assistant Pool Manager (from \$18.47 to \$21.34), Lifeguard/Swim Instructor (from \$16.71 to \$19.31), and Swimming Attendant (from \$14.03 to \$15.05).
- b) Engineering Intern (from \$14.03 to \$17.05).
- c) Management Intern (from \$14.03 to \$17.05).
- d) Parks and Recreation Series: Park Maintenance Helper (from \$14.03 to \$15.05), Recreation Services Leader I (from \$14.03 to \$15.05), Recreation Services Leader II (from \$14.75 to \$16.63), Recreation Services Leader III (from \$16.30 to \$18.37), Parks and Facilities Attendant (from \$16.30 to \$18.37), Recreation Services Activity Specialist (from \$20.40 to \$23.58), and Assistant Recreation Services Coordinator (from \$22.54 to \$26.05).
- e) Police Cadet Series: Police Cadet I (from \$14.03 to \$17.05) and Police Cadet II (from \$14.75 to \$18.84).
- f) Police Reserve Officer III: (from \$14.61 to \$15.05).
- g) Parking Control Officer I (from \$15.82 to \$18.10).
- h) Police Academy Trainee (from \$5,541/month to \$5,824/month).
- i) School Crossing Guard Series: School Crossing Guard (from \$14.03 to \$17.05) and School Crossing Guard Supervisor (from \$15.90 to \$20.82).

- Medical Insurance

Effective the first pay period in January 2022, 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. No increase to the waiver amounts.

**7. ATTACHMENTS**

- Resolution No. 11359