



CITY COUNCIL AGENDA REPORT

Meeting Date: 05/21/2020

From: Abby Partin, Human Resources Administrator

Subject: Approval of Resolution No. 2020-31 through 2020-41, Adopting Pay Schedules and Master Pay Schedules for Fiscal Year (FY) 2020-21, Effective July 1, 2020 and January 1, 2021.

Community Goal/Result

Fiscally Prudent

Purpose

To ensure qualified, stable and dedicated workforce for the community.

Recommendation

Adopt Resolutions 2020-31, 2020-32, 2020-33, 2020-34, 2020-35, 2020-36, 2020-37, 2020-38, 2020-39, 2020-40, 2020-41 to amend current pay schedules and update master pay schedule for FY 2020-21, effective July 1, 2020 and January 1, 2021.

Background

On November 4, 2016, CalPERS issued Circular Letter 200-050-16, clarifying that pay schedules must comply with Government Code Section 20636 and CCR section 570.5. If an agency does not meet the requirements outlined in GC Section 20636 and CCR section 570.5, CalPERS may determine an amount that may be considered to be the pay rate.

On May 17, 2017, the City began posting a master pay schedule that combines all of the pay schedules, including Council Member and Commissioner Pay, together in one document as the master pay schedule, to avoid possible issues with CalPERS going forward.

In 2019, the City reached an agreement with all of the employee bargaining groups outlining wages, benefits and working conditions for each respective group. Staff has posted both the approved labor agreements and salary information on the City's website to provide the public with access to this information at <https://www.brisbaneca.org/hr/page/labor-agreements> and <https://www.brisbaneca.org/hr/page/salary-information>

Discussion

Staff is presenting for adoption tonight the pay schedule increases for the upcoming FY 2020-21 effective July 1, 2020 and January 1, 2021. Highlights of updates to the upcoming pay schedules that have been approved in the current labor agreements are as follows:

- Confidential Management Employees: The pay schedule will reflect 2% pay increases in both July and January. The current filled position in this group and their respective top step pay rate is the Administrative Services Director at \$101.13 and \$103.15 per hour.

- Executive Management: The pay schedule will reflect 2% pay increases in both July and January. The current filled positions in this group and their respective top step pay rates include: City Clerk at \$62.70 and \$63.96 per hour, Community Development Director at \$97.81 and \$99.76 per hour and Public Works Director/City Engineer at \$114.50 and \$116.79 per hour.
- Police Chief: The pay schedule will reflect 2% pay increases in July and January. The new pay rate will be \$114.12 and \$116.40 per hour at the top step.
- International Association of Firefighters, Local 2400: The pay schedule will reflect a 2.5% pay increase in July and a 2% increase in January for all covered positions.
- General Employees Association: The pay schedule will reflect a market adjustment of 6% for the Code Enforcement Officer position effective July 1, 2020 and 2% increases for all covered positions in July and January.
- Confidential Employees Group and Police Commander: The pay schedule will reflect 2% pay increases for all covered positions in July and January.
- Mid-Management/Professional Employees and Brisbane Police Officers Association: The pay schedule will reflect a 4% increase for all covered positions in July.

Historically, the City Council has approved pay increases for hourly unrepresented employees that mirror the pay increases of represented bargaining groups. In order to continue this practice, staff is asking council to approve a similar 2.0% increase to the pay scales for hourly employees, with the exception of the Intern, Habitat Restoration Aide, Habitat Restoration Lead Worker and Special Assistant positions, in FY 2020-21, to ensure the hourly employees are compensated appropriately and kept in line with their fellow employees in the different bargaining units. The reason for the exceptions are due to set salary ranges for the Intern and Special Assistant positions, and the Habitat Restoration Aide and Habitat Restoration Lead Worker were previously grant funded positions.

Staff recommends City Council approves the attached resolutions, so that the City is in compliance with GC Section 20636 and CCR section 570.5, and able to work towards retaining and attracting the quality and expertise of staff required by Council and the community.

Fiscal Impact

Future increases will be included in the ensuing budget.

Measure of Success

The City is able to recruit and retain a qualified, stable and dedicated workforce.

Attachments

1. CalPERS Circular Letter 200-500-16
2. Resolutions 2020-31, 2020-32, 2020-33, 2020-34, 2020-35, 2020-36, 2020-37, 2020-38, 2020-39, 2020-40 and 2020-41

Abby Partin

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