

Capitola City Council

Agenda Report



Meeting: December 12, 2024

From: City Manager Department

Subject: Temporary/Hourly Employee Pay Schedule

Recommended Action: Adopt a resolution amending the temporary/hourly employee pay schedule.

Background: The City of Capitola employs temporary/hourly employees to provide services to the community. Most of these positions are within the Community Services and Recreation Department, though other City departments also occasionally employ temporary/hourly workers. Temporary employees work either part-time or on a seasonal basis for a limited number of hours per fiscal year and are not regular City employees. Temporary employees are not represented by any union, are not subject to any existing memoranda of understanding (MOU) and are not eligible for City healthcare or retirement benefits. For this reason, any wage increases are enacted by City Council action separate from the adoption of MOUs for other City bargaining groups.

Discussion: The City Council last adjusted the temporary pay schedule in March 2024 to include the Recreation Specialist I and II classifications. Staff recommends increasing most of the temporary/hourly pay schedule by 3.2% to comply with California minimum wage requirements.

Staff recommends the hourly wages for Beach Lifeguard/Junior Lifeguard Instructor, Lifeguard Lieutenant/Junior Lifeguard Assistant Coordinator, and Junior Lifeguard Coordinator positions be increased by 7.3% to be competitive with neighboring jurisdictions with similar temporary positions. Recruitment to fill these three temporary/hourly positions is challenging each summer. Rather than increasing the hourly rate for the 2024 summer season, the City offered signing and completion bonuses; however, the process was administratively burdensome and ultimately did not help with recruitment and retention over the season. Ending the bonuses saves the City approximately 5% in hourly compensation. Therefore the proposed 7.3% increase increases City net costs by approximately 2.3%.

The proposed 7.3% increase will bring the three positions to within 5% of the comparable Santa Cruz wages at the time of hiring for summer 2025.

This strategy would align with current City MOUs, which include equity adjustments for City positions, bringing regular employees' pay to within 5% of the median pay of comparable agencies. Ending the bonuses saves the City approximately 5% in hourly compensation. Therefore, the proposed 7.3% increase increases City net costs by approximately 2.3%.

No classifications are being added to the schedule. If approved, the salary schedule (Attachment 2) will take effect on January 1, 2025.

Fiscal Impact: Both the 3.2% and 7.3% increases to the temporary/hourly employee pay schedule were anticipated when preparing for the Fiscal Year 2024-2025 Budget; the adopted budget accounts for this increase.

Attachments:

1. Resolution
2. Proposed pay schedule

Report Prepared By: Chloé Woodmansee, Assistant to the City Manager

Reviewed By: Julia Gautho, City Clerk; Jim Malberg, Finance Manager

Approved By: Jamie Goldstein, City Manager