



**CITY OF PACIFICA
COUNCIL AGENDA SUMMARY REPORT**

11/26/2018

SUBJECT:

Part-Time Salary Schedule Update 01-01-2019

RECOMMENDED ACTION:

Move to adopt a Resolution to revise the City's Part-Time Salary Schedule effective January 1, 2019.

STAFF CONTACT:

Lorenzo Hines Jr., Assistant City Manager
(650) 738-7301
lhines@ci.pacifica.ca.us

BACKGROUND/DISCUSSION:

The City's Part-time Salary Schedule (see Attachments) contains a listing of 37 part-time position classifications used for various City functions and needs.

The City's current part-time salary schedule became effective January 23, 2018. Effective January 1, 2019 the California minimum wage will increase to \$12.00 per hour.

The proposed Part-time Salary Schedule will ensure that the City complies with the State's minimum wage requirements effective January 1, 2019. Salary ranges for six part-time positions require adjustment to comply with the minimum wage increase.

In addition, the following changes are proposed:

- Minor increases to three positions to maintain internal alignment of the salary schedule
- Add one position that was previously removed in error
- Remove classification that is on the full time salary schedule
- Combine related classifications to better align with the City's classification

FISCAL IMPACT:

Staff estimates that the proposed changes will increase payroll expenditures by approximately \$29,000.00 annually.

ORIGINATED BY:

City Manager's Office

ATTACHMENT LIST:

Attachment 1 - Part Time Salary Schedule effective 01-01-2019 Redlined DRAFT (PDF)
Attachment 2 - Part Time Salary Schedule effective 01-01-2019 Final DRAFT (PDF)



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA TO REVISE THE
PART-TIME SALARY SCHEDULE**

WHEREAS, the City of Pacifica reviews the salary ranges of its part-time employees for compliance with the State of California Minimum Wage regulations;

WHEREAS, the California Minimum Wage will increase to \$12.00 per hour effective January 1, 2019;

WHEREAS, it is the City's intent to continue to provide its residents with quality programs such as the State licensed child care program, recreational programs and senior programs;

WHEREAS, it is the City's desire to attract and retain qualified part-time employees to staff these qualitative programs;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pacifica, California, that the proposed salary schedule, with an effective date January 1, 2019 be adopted.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Pacifica, California, held on November 26, 2018 by the following vote of the members thereof:

AYES, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

John Keener, Mayor

ATTEST:

Sarah Coffey, City Clerk

APPROVED AS TO FORM:

Michelle Kenyon, City Attorney