



**DATE:** June 24, 2014

**CATEGORY:** Consent

**DEPT.:** City Manager's Office

**TITLE:** **Adopt a Resolution to Amend the City's Salary Plans for Regular and Hourly Employees**

## **RECOMMENDATION**

Adopt a Resolution Authorizing the City Manager or His Designee to Amend the City of Mountain View's Salary Plans for Regular and Hourly Employees to Ensure All Classifications Reflect State Minimum Wages on an Ongoing Basis, to Update Salary Ranges for Police Reserve Officers, and to Adjust the Salary Range for the Classifications of Fire Chief and Human Resources Manager, to be read in title only, further reading waived.

## **BACKGROUND**

The proposed changes to the salary plan are to increase salary ranges for hourly classifications in response to California minimum wage increases, to clarify the salary rates for Police Reserve Officers, and to recommend changes to the salary ranges for the classifications of Fire Chief and Human Resources Manager as a result of classification and compensation reviews.

## **ANALYSIS**

### **Minimum Wage**

In September 2013, Governor Brown signed AB 10 into law, raising California's minimum wage from \$8.00 per hour to \$10.00 per hour by 2016. Although State minimum wage laws do not apply to counties and charter cities, staff recommends the City's salary plan be modified to ensure all classifications are paid at the State minimum wage, now and in the future, as a matter of City policy. This would require adjusting the salary ranges for positions that fall below the minimum wage of \$9.00 per hour, effective July 1, 2014, and \$10.00 per hour, effective January 1, 2016. The positions that are affected by the minimum wage increases effective in 2014 and 2016 are seasonal and hourly positions such as Student Intern 1, Aquatics Pool Attendant, Recreation Leader

Aide, Youth Corps Worker, and Police Reserve Officer. The proposed resolution also grants the City Manager the authority to modify the salary plan in the future to ensure all classifications continue to be paid at the State minimum wage level.

### **Police Reserve Officers**

The classification of Police Reserve Officer was created to work on a volunteer basis to augment existing sworn Police Officers for various assignments. Over the years, changes in legislation required Police Reserve Officers to receive the same training, including graduation from the Police Academy, as required for sworn Police Officers. The City started compensating Police Reserve Officers for assignments where a Police presence was required, but the level of expertise of a "sworn" Police Officer was not necessary. On September 24, 1991, the City Council authorized the City to compensate Police Reserve Officers at a salary equivalent to Step 1 Police Officer for special events and other services (dances, festivals, high school events, parades) and equivalent to time-and-one-half of Step 1 (overtime rate) when assigned to Shoreline Amphitheatre duty.

From 1991 to approximately Fiscal Year 2009-10, the hourly rate paid to Police Reserve Officers for special events (Rate 2) and Shoreline Amphitheatre events (Rate 3) matched the Police Officer Step 1 and Police Officer Step 1 overtime rate. Since Fiscal Year 2009-10, the Police Reserve Officer salary rates have not kept pace with Police Officer salary rates due, in part, to different timelines for salary increases for represented employees compared to hourly employees and some ambiguity in Council's direction in 1991.

Staff surveyed the use of Police Reserve Officers by 10 other agencies in the Bay Area which have comparable special events and/or large stadium events: the cities of Concord, Fremont, Hayward, Oakland, Palo Alto, Santa Clara, San Francisco, San Jose, and San Mateo, and the County of Santa Clara. The cities of Hayward, Oakland, San Francisco, and San Jose do not pay Police Reserve Officers. The remaining agencies pay Police Reserve Officers. The cities of Concord and San Mateo pay Police Reserve Officers at Police Officer rates, and the other cities use different methodologies.

The City of Mountain View relies heavily on the Police Reserve Officer Program to staff nearly all of the City's special events, including the very busy summer season at Shoreline Amphitheatre. Police Reserve Officers provide services at special events, allowing regular Police Officers to patrol and serve the rest of the City. Services Police Reserve Officers provide for special events and Shoreline Amphitheatre are reimbursed by outside organizations. In Fiscal Year 2013-14, the City was reimbursed on average

approximately 62 percent of the City's cost for providing Police Reserve Officer services.

Given the volume of events patrolled by Police Reserve Officers, staff believes it is appropriate to continue to pay Police Reserve Officers in order to ensure sufficient coverage for these activities and to avoid diverting regular Police Officers to this work. Staff also recommends confirming the foundation for Police Reserve Officer pay on an ongoing basis.

Currently, Police Reserve Officers are paid at three levels:

- Rate 1     \$8.00 per hour for patrol duties
- Rate 2     \$38.79 for special events
- Rate 3     \$58.18 for Shoreline Amphitheatre events

The following levels are recommended on an ongoing basis:

- Rate 1     Tied to State minimum wage; will become \$9.00 per hour for patrol duties effective June 22, 2014 and \$10.00 per hour effective with the pay period including January 1, 2016
- Rate 2     Tied to Police Officer Step 1; will become \$44.49 for special events effective June 22, 2014
- Rate 3     Tied to Police Officer Step 1 overtime rate; will become \$66.74 for Shoreline Amphitheatre events effective June 22, 2014

### **Fire Chief Salary Range**

Staff recently completed a compensation analysis for the position of Fire Chief. The analysis took into account compaction between other senior positions in the Fire Department, and the salary range for Fire Chief in comparable agencies. Based on this analysis, staff recommends increasing the Fire Chief salary range by 10 percent. The new range would be \$153,710 to \$224,306 annually (the City Manager has authority to increase pay to 110 percent of this amount). The current incumbent's salary would not be modified with this change.

### **Human Resources Manager**

In 2011, the City Manager's Office and Human Resources merged and the position of Human Resources Manager was created to provide daily management of the Human Resources Division. The level of responsibilities of the Human Resources Manager has increased, prompting an evaluation of comparable external and internal positions to determine if the position is appropriately classified. Based on the results of the review, it is recommended to reclassify the Human Resources Manager from Family 2, Grade 34 (\$110,105 annual control point) to Family 2, Grade 41 (\$133,487 annual control point).

### **FISCAL IMPACT**

It is estimated there is sufficient funding in the Fiscal Year 2014-15 budget for moving classifications to minimum wage, and for increasing Police Reserve Officer pay, recognizing the City receives reimbursement on average for 62 percent of Reserve costs.

The annual budget cost to reclassify the Human Resources Manager is already reflected in the Fiscal Year 2014-15 Adopted Budget.

### **ALTERNATIVES**

1. Continue with the current salary plan.
2. Direct staff to provide additional information.

**PUBLIC NOTICING** – Agenda posting.

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MSD/SCR/7/CAM  
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Attachment: 1. Resolution