



DATE: August 24, 2021

CATEGORY: Consent

DEPT.: Human Resources

TITLE: **Adopt Revised Salary Plans for Regular and Hourly Employees for Fiscal Year 2021-22**

RECOMMENDATION

Adopt revised salary plans for regular and hourly employees for Fiscal Year 2021-22 (Attachment 2 to the Council report).

BACKGROUND

Government Code Sections 20636 and 7522.34 and California Code of Regulations Sections 570.5 and 571.1 require that pay rates be reported pursuant to a publicly available pay schedule that has been duly approved and adopted by the employer in accordance with applicable public meeting laws.

On June 22, 2021, the City Council adopted a resolution to amend the classification and salary plans for regular and hourly employees for Fiscal Year 2021-22. Corrections have since been identified for the salary plan.

ANALYSIS

The salary plan presented during the June 22, 2021 City Council meeting was manually calculated as a result of the inability of the City's financial system to run the calculations prior to the salary plan effective date.

The manual calculations compared to what the financial system generated resulted in minimal rounding discrepancies (within three cents per pay period) for a small number of classifications. Aside from these corrections for rounding errors, updates were also made to reflect the correct salary range for the Deputy Fire Chief and Planning Board Clerk positions, and a correction was made to capture the current City Clerk salary.

Attachment 1 reflects the areas that were updated in red, and Attachment 2 is the clean copy of the revised salary plans recommended for Council's approval.

FISCAL IMPACT

There is no fiscal impact associated with this report.

ALTERNATIVES

1. Direct staff to provide additional information.
2. Provide other direction.

PUBLIC NOTICING – Agenda posting.

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- Attachments:
1. Redline Regular and Hourly Salary Plan (Fiscal Year 2021-22 Revision No. 1)
 2. Revised Regular and Hourly Salary Plan (Fiscal Year 2021-22 Revision No. 1)