

City of Brisbane

Staff Report

To: City Council via City Manager

From: Maria Saguisag-Sid
Principal Analyst

Subject: Approval of Resolution 2014-35 in Order to Amend Current Pay Scales for Hourly Staff of the City of Brisbane

Date: Meeting of July 17, 2014

Recommendation:

Adopt attached Resolution 2014-35 to amend current hourly pay scales.

City Council Goals

Provide for a workplace that encourages growth of individual employees and a quality work environment.

Background and Discussion:

Staff is requesting council to consider the following two compensation issues for hourly employees.

New Minimum Wage: On July 1, 2014, the State of California raised the minimum wage from \$8.00 per hour to \$9.00 per hour effective July 1, 2014. Two of our hourly classifications' pay scales currently fall under the new minimum: Recreation Leader Aide and Special Assistant. The Recreation Leader Aide is an entry-level position for the Parks and Recreation department, typically filled by high school students to assist with after school programs, summer camps and various city events. The current position's first salary step (Step A) was \$8.38 per hour. With the new minimum wage requirement, Step A needs to be adjusted to \$9.00 per hour and Steps B-E will be adjusted to maintain the standard 5% difference between steps. The Special Assistant is generally used for special temporary assignments and projects and has a range as opposed to salary steps which starts at \$8.00 per hour. The minimum of this range will need to be also need to be adjusted to the \$9.00 minimum wage.

Hourly Pay Scale: Historically, the City Council has approved pay increases for hourly employees that mirror the pay increases of represented bargaining groups. This year, several of our represented bargaining groups have a Memorandum of Understanding (MOU) in place that implements a 2.1% pay increase, effective July 2014. This 2.1% increase is based on the CPI-W (San Francisco-Oakland-San Jose, CA) percent change from 2012-2013. In order to continue this practice, staff is asking council to approve a similar 2.1% increase to the pay scales for hourly employees effective the first pay period of July 2014 to ensure the hourly employees are compensated appropriately and kept in line with their fellow employees in the different bargaining units. This will also allow the city to retain and attract the quality and expertise of staff required by Council and the community.

Fiscal Impact:

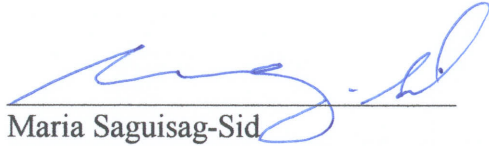
There is no new fiscal impact as these increases were included in the approved FY 2014/2015 budget.

Attachments:

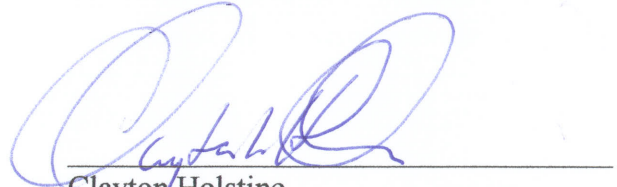
Resolutions 2014-35

Revised Hourly Pay Scale

Table 23A. Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)



Maria Saguisag-Sid
Principal Analyst



Clayton Holstine
City Manager

RESOLUTION 2014-35

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF BRISBANE REGARDING THE
PAY SCALE FOR THE HOURLY EMPLOYEES**

WHEREAS, the City Manager has recommended the following salary adjustments to the pay plan for hourly employees:

- 1) Effective with the first pay period of July 2014, the first step (Step A) of Recreation Leader Aide will be adjusted to \$9.00 per hour and each additional step will be adjusted to maintain a 5% differential increase between steps up to E step
- 2) Effective the first pay period of July 2014, the starting salary of the Special Assistant range will be adjusted to \$9.00 per hour.
- 3) Effective the first pay period of July 2014, all other position on the Hourly Employees pay scale will be adjusted by 2.1%, with the exception of Habitat Restoration Aide, Habitat Restoration Lead Worker and Intern.
- 4) The terms of this Resolution shall be subject to review and modification if the State of California or the Federal government through executive or legislative action substantially affects the ability of the City to provide funding for City Council adopted services. This review and modification may also be exercised in the event there is a recession (as declared by the National Bureau of Economic Research).; and

WHEREAS, the City Council wishes to adopt a new pay plan for such employees effective with the first pay period of July 2014;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Brisbane that the classifications, compensation and terms of such hourly employment be adopted as set forth in Exhibit A and is incorporated by reference as though fully set forth herein.

W. CLARKE CONWAY
Mayor

I hereby certify that the foregoing Resolution No. 2014-35 was duly and regularly adopted at a regular meeting of the Brisbane City Council on July 17, 2014, by the following vote:

AYES:
NOES:
ABSENT:

SHERI MARIE SPEDIACCI
City Clerk

Effective Date: July 1, 2014

2.1% Increase

CITY OF BRISBANE
Hourly Employees

EXHIBIT A

<u>Job Title</u>		<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
Archive Assistant	Hourly	27.85	29.24	30.70	32.23	33.85
Cashier	Hourly	10.37	10.89	11.44	12.01	12.61
Code Enforcement Officer	Hourly	25.32	26.59	27.91	29.31	30.78
Crossing Guard	Hourly	10.75	11.29	11.86	12.45	13.07
Facilities Attendant	Hourly	13.72	14.41	15.13	15.89	16.68
Habitat Restoration Aide	Hourly	10.00				
Habitat Restoration Lead Worker	Hourly	15.00				
Head Lifeguard	Hourly	16.45	17.28	18.14	19.05	20.00
Intern	Hourly	15.00				
Lifeguard	Hourly	12.49	13.11	13.76	14.45	15.17
Management Analyst	Hourly	30.79	32.34	33.95	35.64	37.43
Marina Maint. Worker I	Hourly	23.80	24.99	26.24	27.56	28.94
Marina Maint. Worker II	Hourly	26.17	27.50	28.85	30.28	31.82
Office Assistant	Hourly	21.78	22.87	24.01	25.22	26.48
Office Specialist	Hourly	25.58	26.85	28.20	29.61	31.09
Parks/Facilities MW I	Hourly	23.80	24.99	26.24	27.56	28.94
Police Service Aide	Hourly	12.28	12.90	13.54	14.21	14.93
Pre-School Teacher	Hourly	13.80	14.50	15.22	15.99	16.79
PW Maint. Worker I	Hourly	23.80	24.99	26.24	27.56	28.94
Receptionist	Hourly	21.78	22.87	24.01	25.22	26.48
Recreation Leader	Hourly	10.79	11.33	11.90	12.50	13.12
Recreation Leader Aide	Hourly	9.00	9.45	9.92	10.42	10.94
Reserve Police Officer	Hourly	25.32	26.59	27.91	29.31	30.78
Senior Recreation Leader	Hourly	13.83	14.53	15.25	16.02	16.82
Special Assistant	Hourly	Minimum	9.00		Maximum	75.00
Swim Instructor	Hourly	13.62	14.30	15.02	15.77	16.56
Teen Coordinator	Hourly	14.51	15.23	16.00	16.80	17.63
Van Driver	Hourly	12.81	13.46	14.13	14.84	15.58

Table 23A. Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W): Select areas, by expenditure category and commodity and service group-Continued

(1982-84=100, unless otherwise noted)

Item and Group	Portland-Salem, OR-WA		St. Louis, MO-IL		San Diego, CA		San Francisco-Oakland-San Jose, CA	
	Annual average 2013	Percent change from 2012 to 2013	Annual average 2013	Percent change from 2012 to 2013	Annual average 2013	Percent change from 2012 to 2013	Annual average 2013	Percent change from 2012 to 2013
Expenditure category								
All items ³	229.716	2.3	218.187	1.3	246.188	1.3	242.125	2.1
All items (1967=100) ⁴	662.048	-	641.919	-	793.916	-	737.291	-
Food and beverages ³	219.364	2.6	236.285	2.7	236.949	.7	244.119	2.5
Food ³	220.254	2.7	235.790	2.7	232.381	.6	244.984	2.5
Food at home	207.559	1.5	224.753	2.3	216.239	-.6	238.442	1.2
Food away from home	241.650	4.6	252.487	2.8	255.186	2.3	253.661	4.0
Alcoholic beverages	215.185	1.7	217.553	2.9	275.340	1.2	236.495	2.0
Housing ³	221.150	2.9	206.863	2.0	255.847	2.6	268.008	3.7
Shelter	249.708	3.6	233.388	1.9	274.162	2.1	294.885	3.8
Rent of primary residence ^{3 5}	259.533	4.1	210.512	1.6	314.839	2.1	331.454	4.5
Owners' equivalent rent of residences ^{5 6}	262.234	3.9	221.802	1.8	282.815	2.1	271.128	3.5
Owners' equivalent rent of primary residence ^{5 6}	262.234	3.9	221.802	1.8	282.815	2.1	271.128	3.5
Fuels and utilities	253.296	.3	213.927	3.9	245.959	8.3	312.641	6.6
Household energy	199.478	-1.7	193.303	5.1	206.908	12.1	294.376	2.7
Energy services ⁵	238.268	-2.1	198.891	5.4	202.774	12.2	293.351	2.8
Electricity ⁵	277.220	-1.3	202.411	10.4	189.955	9.8	313.882	3.9
Utility (piped) gas service ⁵	165.225	-5.4	153.468	-5.2	169.062	17.5	224.334	.0
Household furnishings and operations	104.333	-1.0	117.498	-.7	178.517	2.6	136.615	-1.6
Apparel ³	122.939	.3	155.390	-.9	141.571	2.9	122.552	.1
Transportation ³	228.631	1.4	210.516	.5	228.386	-1.1	202.004	-.5
Private transportation	227.677	1.1	209.637	.4	223.108	-1.2	194.441	-1.1
Motor fuel	316.250	-4.0	321.810	-2.6	313.807	-2.8	293.635	-3.8
Gasoline (all types)	318.860	-4.0	316.852	-2.7	314.052	-2.7	292.407	-3.9
Gasoline, unleaded regular ⁷	316.997	-4.0	308.665	-2.7	327.300	-2.8	294.137	-3.9
Gasoline, unleaded midgrade ^{7 8}	269.484	-3.9	363.471	-2.1	268.004	-2.7	269.472	-3.8
Gasoline, unleaded premium ⁷	292.220	-4.1	304.884	-2.9	315.215	-2.7	271.081	-3.7
Medical care ³	497.356	3.0	384.694	1.1	418.627	2.2	413.813	4.0
Recreation ⁹	106.933	1.5	120.002	.1	155.084	.3	108.543	-2.0
Education and communication ⁹	109.516	2.0	133.861	-.3	132.091	-.4	134.520	-.6
Other goods and services ³	493.571	1.1	320.354	1.5	381.345	.7	396.299	2.2
Commodity and service group								
All items ³	229.716	2.3	218.187	1.3	246.188	1.3	242.125	2.1
Commodities	182.671	1.2	196.328	.2	207.636	.0	191.094	.1
Commodities less food and beverages	164.021	.4	174.855	-1.1	189.832	-.3	158.185	-1.5
Nondurables less food and beverages	210.443	-1.5	232.856	-.9	222.948	-.2	201.421	-1.5
Durables	120.053	3.9	119.125	-1.3	150.699	-.4	113.050	-1.5
Services	283.070	3.0	245.709	2.2	282.577	2.2	292.850	3.4
Special aggregate indexes								
All items less medical care ³	220.803	2.3	211.202	1.4	239.570	1.3	236.354	2.0
All items less shelter	223.983	1.6	214.819	1.1	237.772	.8	222.087	1.1
Commodities less food	165.419	.4	177.157	-.9	193.856	-.3	161.214	-1.3
Nondurables	215.121	.4	234.740	.7	233.455	.2	225.972	.5
Nondurables less food	209.366	-1.2	233.027	-.7	229.954	-.2	203.474	-1.2
Services less rent of shelter ⁶	304.613	2.3	247.970	2.6	276.272	2.2	269.116	2.5
Services less medical care services	269.671	2.9	233.465	2.3	270.657	2.1	285.674	3.3
Energy ³	257.298	-3.2	250.257	.4	279.686	.4	305.242	-2.0
All items less energy	229.410	2.9	216.659	1.5	243.070	1.4	240.418	2.6
All items less food and energy ³	231.600	3.0	212.707	1.2	245.696	1.5	240.072	2.6

See footnotes at end of table.

Table 23A. Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W): Select areas, by expenditure category and commodity and service group-Continued

(1982-84=100, unless otherwise noted)

Item and Group	Seattle-Tacoma-Bremerton, WA		Tampa-St. Petersburg-Clearwater, FL		Washington-Baltimore, DC-MD-VA-WV ²	
	Annual average 2013	Percent change from 2012 to 2013	Annual average 2013	Percent change from 2012 to 2013	Annual average 2013	Percent change from 2012 to 2013
Expenditure category						
All items ³	238.129	1.2	207.574	1.4	153.006	1.4
All items (1967=100) ⁴	706.291	-	207.574	-	-	-
Food and beverages ³	243.319	1.8	208.634	.0	149.205	1.3
Food ³	245.189	1.6	207.104	.0	150.388	1.2
Food at home	232.985	.5	210.451	1.4	144.419	.3
Food away from home	267.903	2.8	204.716	-1.7	156.334	2.4
Alcoholic beverages	230.036	3.4	208.270	.8	133.931	3.9
Housing ³	242.992	3.4	191.229	2.0	165.590	2.0
Shelter	266.184	3.4	210.584	3.1	173.891	2.2
Rent of primary residence ^{3 5}	277.988	4.5	208.442	3.2	189.460	2.6
Owners' equivalent rent of residences ^{5 6}	273.977	2.9	221.332	3.1	169.937	2.2
Owners' equivalent rent of primary residence ^{5 6}	273.977	2.9	221.332	3.1	169.930	2.2
Fuels and utilities	238.556	3.4	195.148	-9	177.818	2.9
Household energy	222.648	2.0	160.148	-2.6	172.640	2.1
Energy services ⁵	259.008	2.0	158.111	-2.6	167.566	2.2
Electricity ⁵	272.723	3.2	159.678	-3.3	173.038	2.9
Utility (piped) gas service ⁵	180.807	-5.1	239.842	4.6	128.019	-4
Household furnishings and operations	162.505	3.1	113.710	-1.9	89.173	-2.2
Apparel ³	146.644	-2.2	145.486	.6	96.254	-3.8
Transportation ³	235.087	-2.3	230.877	-3	154.450	1.2
Private transportation	242.093	-2.3	236.183	-4	153.593	.7
Motor fuel	391.792	-4.6	376.003	-1.1	297.389	-1.8
Gasoline (all types)	399.474	-4.6	368.353	-1.1	297.238	-1.9
Gasoline, unleaded regular ⁷	439.126	-4.6	365.211	-1.5	301.367	-2.3
Gasoline, unleaded midgrade ^{7 8}	307.746	-4.4	321.262	-9	295.118	-1.1
Gasoline, unleaded premium ⁷	350.576	-4.5	366.706	.7	297.306	-1
Medical care ³	376.076	.9	345.142	4.6	168.726	4.2
Recreation ⁹	96.277	-1.2	120.064	2.5	112.184	.4
Education and communication ⁹	132.228	1.0	128.916	1.7	126.724	.1
Other goods and services ³	409.777	1.6	315.792	1.8	201.177	1.4
Commodity and service group						
All items ³	238.129	1.2	207.574	1.4	153.006	1.4
Commodities	200.479	-6	184.767	.1	133.346	-1
Commodities less food and beverages	177.975	-2.0	170.072	.1	124.950	-1.1
Nondurables less food and beverages	232.355	-2.6	250.406	.6	165.078	-1.3
Durables	126.404	-1.1	102.287	-1.2	84.103	-5
Services	277.520	2.7	229.585	2.2	168.489	2.3
Special aggregate indexes						
All items less medical care ³	232.443	1.2	201.334	1.1	152.133	1.3
All items less shelter	229.007	.2	207.844	.6	143.502	1.0
Commodities less food	179.256	-1.8	173.827	.1	125.316	-9
Nondurables	236.055	-4	228.656	.3	155.123	-1
Nondurables less food	230.874	-2.2	249.883	.6	162.340	-1.1
Services less rent of shelter ⁶	267.141	1.6	252.918	1.4	162.958	2.5
Services less medical care services	267.896	2.7	219.677	2.1	168.418	2.1
Energy ³	319.041	-2.6	249.909	-1.7	228.731	-2
All items less energy	234.487	1.6	202.576	1.8	146.451	1.6
All items less food and energy ³	231.482	1.6	201.673	2.1	146.484	1.7

¹ For Phoenix-Mesa, indexes are on a December 2001=100 base.

² For Washington-Baltimore, indexes are on a December 1997=100 base unless otherwise noted.

³ For Washington-Baltimore, index is on a November 1996=100 base.

⁴ Index is on a November 1977=100 base in Miami and an October 1967=100 base in Anchorage.

⁵ This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.

⁶ Indexes are on a November 1984=100 base in Anchorage, Boston, Cincinnati, Denver, Miami, Milwaukee, Portland, St. Louis, San Diego, and Seattle. Indexes are on a December 1984=100 base in Atlanta, Chicago,