



City of Rialto

Legislation Text

File #: CC-19-1070, **Version:** 1

For City Council Meeting [December 10, 2019]

TO: Honorable Mayor and City Council

APPROVAL: Rod Foster, City Administrator

FROM: Angela McCray, Director of Human Resources & Risk Management

Request City Council to Approve **Resolution No. 7581** updating the citywide classification and compensation plan/table repealing and replacing resolution No. 7550 approved August 13, 2019.

BACKGROUND:

August 13, 2019, the City Council approved the attached Resolution establishing an updated Citywide Classification and Compensation Plan, effective August 13, 2019.

Effective January 1, 2020, State of California minimum wage will increase to thirteen dollars (\$13.00) per hour for employers with twenty-six (26) or more employees.

In order to comply with current law, the pay rates of certain part-time classifications have been adjusted by way of an update to the City of Rialto Classification and Compensation Plan ("Class/Comp Plan") this adjustment will be reflected in alignment with the pay period beginning December 22, 2019.

Additionally, a review and assessment by the Human Resources/Risk Management Department has resulted in the need for additional updates to be included in this Class/Comp Plan.

ANALYSIS/DISCUSSION:

Minimum Wage Updates:

Concurrent with the knowledge and anticipated adjustments due to the State Minimum Wage increase, the Human Resources/Risk Management Department worked with Public Sector Personnel Consultants and HR Dynamics to survey the City's Part-Time classifications and current salary table. Throughout the analysis, internal salary relationships were considered per Equal Pay laws where similar skills and effort is required to be considered.

The costs associated with the increase and new salary schedule to the current and remaining 2019-2020 fiscal year operating budget is \$71,411.60 directly impacting eighty-six employees at approximately 520 hours each.

Organizational Changes and Updates:

Administrative updates to be addressed through this Resolution includes;

1. Retitling of the Development Services Department to the Community Development Department as approved by City Council as of August 13, 2019.
2. Update to Classification and Compensation Salary Table to reflect Executive salaries as a salary range, removing the steps as previously listed.
3. Removal of the classification and title, Information Technology / Purchasing Manager. As of August 2019, City Council approved the split of this classification into two separate roles and classifications as Information Technology Systems Manager and Purchasing Manager both to remain within the Rialto Mid-Management Association.
4. Update/Retitle the Classification and Compensation Salary Table to properly reflect the classification of Deputy City Administrator, position number 1002, pay grade 7900; replacing Assistant City Administrator/Director of Development Services.
5. Establishment of Community Compliance Division as a Division of the City Administrator's Office.

ENVIRONMENTAL IMPACT:

This request is not a Project as defined by Section 15378 of the California Environmental Quality Act (CEQA) Guidelines. A "Project" means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Pursuant to Section 15378 (b) (5) a project does not include organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

GENERAL PLAN CONSISTENCY:

This action is consistent with Guiding Principle 3A in the General Plan:

Our City government will lead by example, and will operate in an open, transparent, and responsible manner that meets the needs of the citizens and is a good place to do business.

LEGAL REVIEW:

The City Attorney has reviewed and supports this staff report and the attachments associated with said staff report.

FINANCIAL IMPACT:

The Finance Department has reviewed and approved this staff report and the attachments associated.

Operating Budget Impact

The total approximate cost for the following items that will require an appropriation to the current 2019-2020 operating budget is \$71,411.60. Specifically related to Minimum wage increases for certain part-time classifications and the implementation of the new part-time salary table.

There is no direct cost associated with the clean-up and administrative maintenance associated with the Classification and Compensation Salary Table reflective of title changes, division name updates,

and department name changes. These updates serve as administrative only, holding no fiscal value.

Capital Budget Impact:

This action has no impact on the Capital Fund Budget.

RECOMMENDATION:

Staff recommends that City Council consider and approve the attached Resolution establishing an updated citywide Classification and Compensation Table for full-time and part-time employees, effective January 1, 2020 (pay period starting December 22, 2019).