



## Legislation Text

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**File #:** 22-0050, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, City Manager

**FROM:**

Lisa Jenkins, Human Resources Director

**SUBJECT:**

Consideration of a Resolution Approving a Comprehensive Citywide Salary Schedule for all City Positions and Adjustments to Classification Plan (Human Resources Director Jenkins).

**ADOPT RESOLUTION NO. 22-0013**

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**RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution No. 22-0013 approving a comprehensive citywide salary schedule (attached and titled City of Manhattan Beach - Salary Schedule).

**FISCAL IMPLICATIONS:**

The negotiated salary and range adjustments for represented employees were authorized during the Memoranda of Understanding (MOUs) approval process and will be included in the budget in future fiscal years. The fiscal impact of adjustments to unrepresented part-time positions is indicated on the agenda item for approval, and will be budgeted for future years.

**BACKGROUND:**

In addition to the approval of Memoranda of Understanding (MOU's) with negotiated increases and classification changes made throughout the year, Staff periodically takes a comprehensive Citywide salary schedule to Council for approval, which captures all the classification and compensation changes made through the negotiations or budget process. The comprehensive salary schedule fulfills California Public Employees Retirement System (CalPERS) requirements for a comprehensive publicly available pay schedule.

**DISCUSSION:**

The Manhattan Beach Police Officers' Association (MBPOA), Manhattan Beach Police Management Association (MBPMA), Manhattan Beach Mid-Management Employees Association (MBMEA), Teamsters Local 911 (Teamsters), and Manhattan Beach Part-Time Employees Association (MBPTEA) recently negotiated multi-year MOUs, which include an adjustment of 3% to their salary schedules effective January 1, 2022. Additionally, the City Council approved a compensation plan for the same term (January 1, 2022 - June 30, 2025) for unrepresented employees on March 15, 2022, which approved a 3% salary adjustment to the ranges for unrepresented full-time employees. Changes to the classification and compensation structure for unrepresented part-time positions is on

this agenda for approval, under the staff report titled “Consideration of a Resolution Approving a Classification and Compensation Plan for Part-Time Unrepresented employees”. All of these adjustments are included on the attached salary schedule for approval.

The salary schedule update is also an opportunity to formalize changes to the City’s classification plan that were not expressly approved by resolution during the budget process. The ratification of these title changes, establishment of a new position, and deletion of classifications no longer utilized is included on the attached resolution. The resolution includes the formal change to the City’s classification plan resulting from the City Council’s approval of a newly established Administrative Analyst position in the quarterly and mid-year budget processes, that was is currently allocated to three departments (Community Development, Fire and Parks and Recreation).

The attached classification and salary listing serves to comply with CalPERS requirements that the City Council approve a publicly pay schedule for all negotiated pay rate increases. These requirements are contained in Government Code § 20636(b)(1) and California Code of Regulations (CCR) § 570.5. In order to meet CalPERS requirements, the City Council is required to adopt a comprehensive publicly available pay schedule independent from the salary schedules attached to the MOU or approved as part of the budget process.

**PUBLIC OUTREACH:**

After analysis, staff determined that public outreach was not required for this issue.

**LEGAL REVIEW:**

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

**ATTACHMENT:**

1. Resolution No. 22-0013