



## Legislation Details (With Text)

**File #:** 20-0122      **Version:** 1

**Type:** Consent - Staff Report      **Status:** Agenda Ready

**In control:** City Council Regular Meeting

**On agenda:** 3/17/2020      **Final action:**

**Title:** Consider Adopting a Resolution Approving a Comprehensive Citywide Salary Schedule for all City Positions and Adjustments to Salary Ranges (Human Resources Director Jenkins).  
ADOPT RESOLUTION NO. 20-0030

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution No. 20-0030, 2. City of Manhattan Beach - Salary Schedule

Date	Ver.	Action By	Action	Result
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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:**  
Consider Adopting a Resolution Approving a Comprehensive Citywide Salary Schedule for all City Positions and Adjustments to Salary Ranges (Human Resources Director Jenkins).  
**ADOPT RESOLUTION NO. 20-0030**

**RECOMMENDATION:**  
Staff recommends that the City Council adopt Resolution No. 20-0030 approving a comprehensive citywide salary schedule (attached), which includes the step structure and range adjustments provided to represented mid-management employees in recent negotiations, as well as salary range adjustments for unrepresented "Management/Confidential" classifications recommended by the City Manager.

**FISCAL IMPLICATIONS:**  
The current budget and City personnel rules also allow for salary adjustments for unrepresented employees at the City Manager's discretion. The changes for the represented employee group, the Manhattan Beach Mid-Management Employees Association (MBMEA), and associated fiscal implications, were part of the fiscal implications associated with the adoption of the Memorandum of Understanding (MOU) on March 3, 2020.

**BACKGROUND:**

The Memorandum of Understanding (MOU) with the Manhattan Beach Mid-Management Association (MBMEA), approved by the Council at their March 3, 2020 meeting, included the approval of a 2% range adjustment and establishment of salary step structure. The City Manager is now recommending a 2% cost of living adjustment (COLA) to the salary ranges for the City's unrepresented employees.

The attached resolution and salary schedule also fulfill California Public Employees Retirement System (CalPERS) requirements for a comprehensive publicly available pay schedule.

#### **DISCUSSION:**

The represented employee group MBMEA, which represents management, supervisory and some professional-level positions within the organization (44 positions total), received a 2% adjustment to their salary schedules as well as the implementation of salary steps effective March 14, 2020. The City and MBMEA negotiated this change during the collective bargaining process, which established a new range and step structure for positions represented by the MBMEA.

The City's unrepresented employees, historically referred to as "Management/ Confidential" in the City's personnel rules, include executive management positions and management, professional, technical and administrative employees in Management Services, Finance and Human Resources, who work in a confidential capacity (24 positions total). Per the City's personnel rules (Rule V, Section 11D), the City Manager shall periodically recommend to the City Council adjustments to salary ranges based upon cost of living, market indicators, and internal salary relationships. The City Manager is recommending a 2% COLA to the existing salary ranges for all unrepresented positions (excluding the City Manager, whose increases are negotiated separately as part of his employment agreement). The salary range adjustment for management and confidential employees does not automatically increase any employee's individual salary.

In addition to approving the recommended adjustments, the attached classification and salary listing serves to comply with California Public Employees' Retirement System (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/ATTACHMENTS:**

1. Resolution No. 20-0030
2. City of Manhattan Beach - Salary Schedule