



Legislation Text

File #: 25-0062, **Version:** 1

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Talyn Mirzakhanian, City Manager

FROM:

Lisa Jenkins, Human Resources Director

SUBJECT:

Consideration of Approving a Comprehensive Citywide Salary Schedule for all City Positions and Adjustments to Salary Ranges (No Budget Impact) (Human Resources Director Jenkins).

ADOPT RESOLUTION NO. 25-0014

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 25-0014 approving a comprehensive citywide salary schedule (attached and titled City of Manhattan Beach Salary Schedule).

FISCAL IMPLICATIONS:

The salary adjustments and establishment of new ranges have been accounted for through the budget adoption process, based upon negotiated Memoranda of Understanding (MOUs) or adopted Full-Time and Part-Time Unrepresented Compensation Plans. At this time, there is no budget adjustment needed to appropriate funding for salary adjustments.

BACKGROUND:

Staff periodically takes a comprehensive Citywide salary schedule to the Council for approval, which captures all the classification and compensation changes made through the negotiations or budget process, including negotiated MOU or otherwise authorized salary range adjustments and classification changes made throughout the year.

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

DISCUSSION:

The salary schedule pending the City Council's approval reflects the updated salary ranges previously approved for the represented 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) through negotiated multi-year MOUs, and for Part-Time and Full-Time Unrepresented Employees through previously approved compensation plans. The

previously approved cost of living adjustments to the salary schedules is 1.5% effective January 11, 2025. Additionally, changes have been made to some part-time positions' salary schedules to address the immediate impacts of the most recent minimum wage increase, which was \$16.50 per hour effective January 1, 2025.

The salary schedule update is also an opportunity to formalize changes to the City's classification plan that were previously approved through prior budget processes. During the Fiscal Year 2023-2024 Mid-Year Budget Process presented at the City Council Meeting on February 20, 2024, and following the completion of classification and compensation analyses, the following full-time classification was created and its corresponding salary steps/ranges are being added to the citywide salary schedule:

- Grants and Financial Analyst

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 available 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.

ATTACHMENTS:

1. Resolution No. 25-0014
2. City of Manhattan Beach Salary Schedule