

City of Brisbane

Staff Report

To: City Council via City Manager

From: Maria Saguisag-Sid
Principal Analyst

Subject: Approval of Resolution in order to Update Hourly Pay Scale to Meet New Minimum Wage Requirement

Date: Meeting of January 21, 2016

Purpose:

To meet the new state minimum wage requirement effective January 1, 2016.

Recommendation:

Adopt Resolution No. 2016-02 to update the Hourly Pay Scale.

Background and Discussion:

On September 25, 2013, the California Legislature approved legislation raising the minimum wage for all industries. This required the minimum wage to be \$9.00 per hour effective January 1, 2014 and \$10.00 per hour effective January 1, 2016. All of the City's pay scales met the minimum wage requirement for 2014, but in 2016, there are two positions, the Recreation Leader Aide and Special Assistant, which are below the \$10.00 per hour requirement.

The Recreation Leader Aide is the 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 starting salary (Step A) is \$9.23 per hour.

The Special Assistant is a classification generally used for retired annuitants working on temporary, limited duration projects. This classification has a salary range which currently starts at \$9.00 per hour.

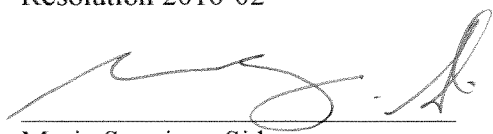
With the new minimum wage requirement, both positions' starting salary need to be \$10.00 per hour, effective January 1, 2016. In addition, our pay structure typically requires a 5% difference between steps. Because of this, staff is recommending to adjust Step A for the Recreation Leader Aide to the required \$10.00 per hour and adjust the second through fifth salary steps (Steps B through E) as appropriate to keep a 5% differential between steps. As the Special Assistant is a salary range instead of steps, there is no further adjustment necessary.

Fiscal Impact:

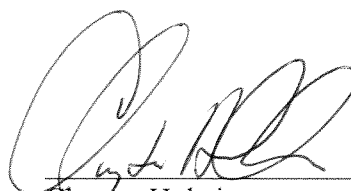
As there are no employees at the minimum of these positions, there is no fiscal impact with this adjustment.

Attachments:

Resolution 2016-02



Maria Saguisag-Sid
Principal Analyst



Clayton Holstine
City Manager

RESOLUTION 2016-02

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF BRISBANE CONCERNING
WAGES FOR THE HOURLY EMPLOYEES
EFFECTIVE JANUARY 1, 2016**

WHEREAS, on June 18, 2015, the City Council approved Resolution 2015-30 adopting the current pay scale for the Hourly Employees; and

WHEREAS, California Labor Code 1182.13 states that the minimum wage in California is to be adjusted to ten dollars (\$10.00) per hour, effective January 1, 2016; and

WHEREAS, the pay scale for the positions of Recreation Leader Aide and Special Assistant, as noted below, is currently below this new minimum wage requirement:

Recreation Leader Aide	<u>Step A</u> 9.23	<u>Step B</u> 9.70	<u>Step C</u> 10.18	<u>Step D</u> 10.69	<u>Step E</u> 11.22
Special Assistant	Minimum: 9.00		Maximum: 75.00		

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Brisbane that the Hourly Pay Scale be amended to include the updated pay scale for the classification of Recreation Leader Aide and Special Assistant, effective January 1, 2016, as follows:

Recreation Leader Aide	<u>Step A</u> 10.00	<u>Step B</u> 10.50	<u>Step C</u> 11.03	<u>Step D</u> 11.58	<u>Step E</u> 12.16
Special Assistant	Minimum: 10.00		Maximum: 75.00		

CLIFFORD LENTZ
Mayor

I hereby certify that the foregoing Resolution No. 2016-02 was duly and regularly adopted at a regular meeting of the Brisbane City Council on January 21, 2016, by the following vote:

AYES:
NOES:
ABSENT:

SHERI MARIE SPEDIACCI
City Clerk