



Agenda Report

Fullerton City Council

MEETING DATE: AUGUST 16, 2022

TO: CITY COUNCIL / SUCCESSOR AGENCY

SUBMITTED BY: EDDIE MANFRO, DIRECTOR OF HUMAN RESOURCES

PREPARED BY: EDDIE MANFRO, DIRECTOR OF HUMAN RESOURCES
LAURA GIANNETTI-MERCER, HUMAN RESOURCES
MANAGER II

SUBJECT: PERSONNEL CLASSIFICATION PLAN UPDATE
RELATING TO NON-REGULAR CLASSIFICATIONS
WAGES

SUMMARY

Proposed changes to hourly rates for non-regular classifications to address recruitment and retention challenges for City Council consideration.

RECOMMENDATION

Adopt Resolution No. 2022-XXX.

RESOLUTION NO. 2022-XXX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, AMENDING RESOLUTION NO. 2020-104 APPENDIX A RELATING TO PAY FOR NON-REGULAR EMPLOYEES

CITY MANAGER REMARKS

The City Manager recommends approval of this item due to the difficult recruiting environment for non-regular employees and the demands on various departments, particularly Parks and Recreation.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Fiscal and Organizational Stability.

FISCAL IMPACT

The annualized cost of the proposed changes related to the increases to selected non-regular classifications totals an estimated \$49,000 approximately. This total includes the adjustment to wages as well as any applicable contributions to benefits. The following shows the projected impacts for the remainder of the current fiscal year:

Parks and Recreation	\$35,000
Police	\$ 2,600
Public Works	<u>\$ 1,900</u>
Estimate for remainder of FY 2022-23	<u>\$39,500</u>

Staff does not request a budget adjustment for FY 2022-23.

DISCUSSION

The City has 20 non-regular classifications and employs approximately 70 non-regular employees assigned to various departments throughout the organization. Parks and Recreation utilizes the largest number of non-regular employees to staff various programs including after school programs, summer youth programs such as Camp Hillcrest, senior services and community events such as Concerts in the Park. These employees provide the vital staffing needed to deliver these services and continue these programs. However, the department has found it increasingly difficult to attract and retain hourly employees given the increased competition from other public agencies as well as from the private sector. The challenge of not being able to fill positions has had a substantial impact on operations:

- Reduced, delayed and canceled programming; suspended programs such as Discover Fullerton on Foot and CRAFTernoons
- Suspended facility rental tours at the Community Center
- Reduced the number of weeks for Camp Hillcrest from ten weeks to eight weeks this summer
- Delayed Summer Concerts in the Park and the number of concerts reduced from five to three this year
- Suspended park permits and park picnic tables now on a “first come, first served” basis.

The Police Department also utilizes non-regular employees to help throughout the Police Department. The Department often assigns Police Cadets and Senior Police Cadets to the Police Department front desk to assist citizens. Such an assignment alleviates the need to assign a regular employee to the desk, including using a sworn officer should personnel not be available. In addition, Police Cadets provide a pool of candidates for various positions within the Police Department given that Police Cadets have general interest in a career in law enforcement. Many cadets have successfully become regular City employees in both sworn and non-sworn positions.

Like the challenges faced by Parks and Recreation, the Police Department is also experiencing hiring difficulties. The Department has fewer cadets currently (12) than

the allotted number of 15 to 17 which has limited the Department in providing services such as fingerprinting or providing much needed support to the traffic, community services, investigations, property and records functions.

To address the recruitment challenges, Parks and Recreation and the Police Department have requested that the City increase hourly rates for non-regular classifications to not only attract applicants to the City of Fullerton but aid in the retention of current non-regular staff.

Parks and Recreation proposes that the hourly rate structure for its non-regular positions return to a \$0.50 per hour differential between classifications. Staff supports this request. The City has this differential in place prior to 2016 legislation which provided for annual increases to the minimum wage. To address the mandated minimum wage increases from 2017 to 2022, as well as fiscal constraints, the differential between these classifications is currently \$0.25, as the City only adjusted the hourly rates for positions below the new minimum wage.

Based on the proposed adjustments by Parks and Recreation as well as the request by the Police Department to increase the hourly rates for Police Cadet and Senior Police Cadet, staff proposes the following revised non-regular salary schedule which provides increases to several non-regular classifications between \$0.50 to \$2.50 per hour to address not only recruitment and retention issues but to keep up with the marketplace. The City has revised the hourly rates of non-regular classifications not assigned to Parks and Recreation or Police to maintain internal equity and to provide an appropriate differential among the positions. The following chart reflects the proposed changes:

Group A: CalPERS Exempt

Classification	Current	Proposed
CS Leader I	\$15.00	n/c
CS Leader II	\$15.25	\$15.50
CS Leader - Senior	\$15.50	\$16.00
Library Page I	\$15.00	n/c
Library Page II	\$15.25	\$15.50
Laborer	\$15.00	n/c
CS Specialist I	\$15.75	\$16.50
CS Specialist II	\$16.00	\$17.00
CS Specialist III	\$16.25	\$17.50
Police Cadet	\$15.50	\$15.75
Sr. Police Cadet	\$16.75	\$17.00
Intern I	\$15.00	\$15.75
Intern II	\$16.50	\$17.50
Intern III	\$18.00	\$19.00

Group B: CalPERS

Classification	Current	Proposed
Fire Dept Util Wkr I	\$15.00	\$15.50
Fire Dept Util Wkr II	\$15.75	\$16.50
Sr. P&R Specialist I		
Step 1	\$16.75	\$18.00
Step 2	\$17.00	\$18.50
Step 3	\$17.25	\$19.00
Sr. P&R Specialist II		
Step 1	\$17.50	\$19.50
Step 2	\$17.75	\$20.00
Step 3	\$18.00	\$20.50
Parking Control Aide	\$17.00	\$17.00
Police Comm Aide	\$18.50	\$18.50

n/c: no change

The Appendix A attachment of the proposed resolution reflects these changes.

Attachments:

Attachment 1 – Draft Resolution 2022-XXX

cc City Manager Eric J. Levitt