



DATE: January 23, 2024

TO: Mayor and Council

FROM: Director of Human Resources

SUBJECT: Adopt a Resolution Approving an Amendment to the City of Hayward Salary Plan for Fiscal Year 2024

RECOMMENDATION

That the Council adopts a resolution (Attachment II) approving an amendment to the City of Hayward Salary Plan for Fiscal Year 2024 (FY 2024), which designates all classifications and corresponding salary ranges for employment with the City of Hayward as of January 1, 2024 superseding Resolution No. 23-273 and all amendments thereto.

SUMMARY

As required by the Municipal Code, the FY 2024 Salary Plan (Attachment III) has been updated to reflect a salary adjustment to the Chief of Police classification effective January 1, 2024 to reflect salary negotiations that occurred as part of the promotion of the new Police Chief.

BACKGROUND AND DISCUSSION

On January 3, 2024, a new incumbent, Bryan Matthews, was appointed to the Chief of Police classification following the retirement of the prior Chief. As part of the compensation negotiations prior to the promotion of Chief Matthews, the need for a salary increase was identified to ensure that his total compensation in the Chief of Police's position was equivalent to or greater than the total compensation in his current role. The monthly salary that is proposed is \$29,518.32. This salary takes into account a variety of factors, including an updated salary survey for Chief of Police and a five percent (5%) total compensation increase over the incumbent's compensation in his current position at appointment. It has been a general practice in the organization to ensure that employees who are promoting to a higher classification receive at least a 5% compensation increase upon promotion. The new salary range for Chief of Police is \$140.12 per hour at Step A and \$170.30 per hour at Step E.

FISCAL IMPACT

The additional fiscal impact to the FY 2024 budget for the salary adjustment to Chief of Police is approximately \$35,028 to the General Fund. Budget adjustments will be included during the FY 2024 Mid-Year budget process.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not directly relate to one of the City Council's Strategic Roadmap initiatives.

NEXT STEPS

If approved, the salary adjustment will be implemented by the Human Resources Department and Finance Department and will be reflected in the employee's paycheck dated February 2, 2024. Appropriate retroactive payments based on the dates in this report will follow.

Prepared by: Valeria Cazares, Human Resources Analyst I

Recommended by: Brittney Frye, Director of Human Resources

Approved by:



Kelly McAdoo, City Manager