



DATE: November 10, 2022

TO: Personnel Commission

FROM: Acting Deputy Director of Human Resources

SUBJECT: Review and Recommend to Council Adoption of the Revised Salary Plan for Fiscal Year 2023

RECOMMENDATION

That the Personnel Commission holds a Public Hearing to review and recommend to Council adoption of the revised Salary Plan for each position in the City's classified service for Fiscal Year 2023 (FY 2023), effective November 21, 2022.

SUMMARY

As required by the Municipal Code, the FY 2023 Salary Plan has been updated to reflect salary adjustments to classifications in the City's classified services as a result of the negotiated side letter agreement amending the Memorandum of Understanding (MOU) between the City of Hayward and the Hayward Police Officers' Association (HPOA). The Salary Plan has also been revised to reflect adjustments to three (3) additional classifications.

BACKGROUND/DISCUSSION

Cost-of-Living Adjustment (COLAs):

Pursuant to the side letter agreement amending the HPOA MOU, HPOA represented classifications shall receive a five percent (5%) COLA salary increase retroactive to the pay period including July 1, 2022.

Salary Adjustments:

PERSONNEL AND TRAINING ADMINISTOR (H450): Pursuant to Section 7.16 of the HAME MOU (Supervisory Differential) the Personnel and Training Administrator shall maintain a minimum pay differential of ten percent (10%) between this classification and Police Sergeant (P210). As a result, the Personnel and Training Administrator shall receive a 2.46% salary increase adjustment effective July 1, 2022. The salary range for Personnel and Training Administrator is \$71.40 per hour at Step A and \$86.79 per hour at Step E.

YOUTH AND FAMILY SERVICES ADMINISTRATOR (H445): Pursuant to Section 7.16 of the HAME MOU (Supervisory Differential) the Youth and Family Services Administrator shall maintain a minimum pay differential of ten percent (10%) between this classification and Police Sergeant (P210). As a result, the Youth and Family Services Administrator shall receive a 2.46% salary increase adjustment effective July 1, 2022. The salary range for Youth and Family Services Administrator is \$71.40 per hour at Step A and \$86.79 per hour at Step E.

RESERVE OFFICER COORDINATOR (H455): The salary range for Reserve Officer Coordinator is internally set to be equivalent to Police Sergeant (P210). As a result, the Reserve Officer Coordinator shall receive a 2.47% salary increase adjustment effective July 1, 2022. The salary range for Reserve Officer Coordinator is \$64.95 per hour at Step A and \$78.90 per hour at Step E.

FISCAL IMPACT

HAYWARD POLICE OFFICERS' ASSOCIATION: The additional fiscal impact for HPOA-represented classifications is an increase of approximately \$2,395,891.15 to the General Fund and \$55,610.05 to the Measure C Fund, for a total fiscal impact of \$2,451,501.19. Budget adjustments will be included in the FY 2023 mid-year budget process.

PERSONNEL AND TRAINING ADMINISTRATOR: The additional fiscal impact for Personnel and Training Administrator is an increase of approximately \$5,855.05 to the General Fund. Budget adjustments will be included in the FY 2023 mid-year budget process.

YOUTH AND FAMILY SERVICES ADMINISTRATOR: The additional fiscal impact for Youth and Family Services Administrator is an increase of approximately \$5,855.05 to the General Fund. Budget adjustments will be included in the FY 2023 mid-year budget process.

RESERVE OFFICER COORDINATOR: The additional fiscal impact for Reserve Officer Coordinator is an increase of approximately \$2,677.99 to the General Fund. Budget adjustments will be included in the FY 2023 mid-year budget process.

STRATEGIC ROADMAP

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

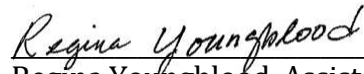
NEXT STEPS

This salary plan will be scheduled for the November 15, 2022, City Council meeting, and the salary adjustments will be implemented with coordination between the Human Resources and Finance Departments.

Prepared by: Valeria Cazares, Acting Human Resources Analyst I

Recommended by: Kakshi Master, Acting Deputy Director of Human Resources

Approved by:



Regina Youngblood, Assistant City Manager