



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

Cover Memo

File #: LB 20-023, **Version:** 1

DATE: May 26, 2020

TO: Mayor and City Council

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT

Salary and Benefits: Adopt a Resolution Amending the Salary and Benefits Resolution for Unrepresented Executives, Management, City Manager's Office, Human Resources, and City Attorney Employees

RECOMMENDATION

That Council adopts a resolution (Attachment II) amending the salary and benefits resolution for Unrepresented Executives, Management, City Manager's office, Human Resources, and City Attorney Employees.

SUMMARY

The City of Hayward is experiencing an unexpected drop in revenues as a result of State and County Shelter in Place Orders due to the COVID-19 pandemic. As a result, the City has taken a number of cost-saving measures to limit the impact this crisis has on its employees and residents, such as reducing expenditures, laying off temporary staff, and seeking concessions from its employee groups.

If approved, the proposed amended salary and benefits resolution would result in a General Fund savings of approximately \$169,458 and a total projected savings across all funds of \$235,946 in FY 2021. The savings will be achieved through Unrepresented employees either forgoing the July 1, 2020 cost-of-living adjustment (COLA) as provided in the current Resolution (or deferring it until certain indicators of fiscal recovery are met) or meeting an eighty (80) hour unpaid furlough obligation in Fiscal Year 2021.

In recognition of Unrepresented Exempt and Non-Exempt employees either deferring the July 1, 2020 COLA or taking an 80-hour unpaid furlough in fiscal year 2021, employees may receive a one-time lump-sum payment if certain financial indicators are met.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Revised Salary and Benefits Resolution