



## City Council Agenda Item

**City Council Meeting Date:** July 5, 2022

**TO:** Honorable Mayor and City Council Members

**FROM:** Amabelle Apolinario, Principal Human Resources Analyst  
a\_apolinario@ci.lompoc.ca.us

**SUBJECT:** Adoption of Resolution No. 6525(22) Approving Amended and Restated Compensation Plans for Management, Supervisory & Confidential, and Unrepresented Employees and Approving Supplemental Appropriations and Revenues to Fund the Amended and Restated Compensation Plans

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### **Recommendation:**

Staff recommends the City Council adopt Resolution No. 6525(22) (Attachment 1), which will:

- 1) Approve the amended and restated Compensation Plans for Management, Supervisory & Confidential (MS&C), and Unrepresented (UR) employees effective the beginning of the pay period July 2, 2022 (Exhibits A and B of the attached resolution)<sup>1</sup>; and
- 2) Approve the supplemental appropriations, which will fund the proposed salary range adjustments, one-time non-pensionable essential worker compensation, and benefit contribution adjustments included in the amended and restated Compensation Plans for Fiscal Year (FY) 2022-23, and FY 2023-24 respectively.

### **Background:**

On July 6, 2021, the City Council adopted Resolution No. 6430(21), approving the updated Compensation Plans for MS&C and UR employees.

### **Discussion:**

The MS&C and UR Compensation Plans are proposed to be adjusted to reflect similar adjusted salary terms and changes to benefits provided to the International Brotherhood of Electrical Workers, Local Union 1245, Memorandum of Understanding 2022-2024.

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<sup>1</sup> See Attachments 2 and 3 for redlined changes to the Compensation Plans.

In order to incorporate the proposed revised salary ranges into the City's official Compensation/Pay Plan, the City's Personnel Ordinance and Rules, Rule IV, Sections 1 and 2, provide that changes must be adopted by City Council action.

The proposed new major amendments to the existing MS&C and UR Compensation Plans include the following:

- **FY 2022-23:** A four percent (4%) cost of living adjustment (COLA) effective the pay period beginning July 2, 2022, and after the adoption of Resolution No. 6525(22), shall be provided to all MS&C and UR classifications excluding the City Manager's classification.
- **Essential Worker Bonus:** After City Council adoption of Resolution 6525(22), effective pay period beginning July 2, 2022, the City shall provide a one-time non-pensionable five percent (5%) base salary lump sum Essential Worker bonus capped at \$3,000 for MS&C and capped at \$5,000 for UR, calculated using base salaries in effect after receiving the above 4% COLA for employees represented by the MS&C and UR Compensation Plans, with the exclusion of the City Manager, still on payroll as of July 2, 2022, and who worked any hours during the period March 1, 2020, through January 31, 2022.
- **FY 2023-24:** A four percent (4%) COLA effective the first full pay period to include July 1, 2023 (payroll period 7/1/23 – 7/14/23) shall be provided to all MS&C and UR classifications excluding the City Manager's classification.
- **Health Benefit Contribution:** Effective July 1, 2022, the City shall provide MS&C and UR employees increased medical contributions as follows: \$100 additional to one party, and \$100 to family coverage per month.
- **Bilingual Pay:** Increase bilingual pay from \$100 to \$150 per month. Employees with both oral and written bilingual skills shall receive a total of \$190 per month bilingual pay.
- **Group Basic Life:** Increase the group basic life insurance coverage to MS&C and UR represented employees equivalent to two times their annual salary up to a maximum coverage of \$300,000 upon approval by Voya Insurance.
- **Working Out of Class Qualifications:** Employees temporarily appointed to service in a higher classification shall receive compensation at the initial rate (Step 0) of the salary range of the higher classification or an additional 5% above their current base salary (inclusive of incentive pay), whichever is greater.
- **Sick Leave Incentive:** Employees who have five (5) years consecutive sick leave eligibility shall be entitled to a \$200 increased sick leave incentive for a total sick leave incentive of \$500 annually to be calculated after the first pay period ending in December and paid on the second pay period ending in December.

- **Vacation Accrual:** Increase vacation leave accrual as follows:

<b>Years of Service:</b>	<b>Days/Year accrual:**</b>
1-5	10
6	11
7	12
8	13
9	14
10	15
11	16
12	17
13	18
14	19
15	20
16-24	21 (Added)
25 & Over	22 (Added)

**Fiscal Impact:**

Adoption of Resolution No. 6525(22) requires supplemental appropriations for FY 2022-23 for various accounts as identified Resolution No. 6525(22). Funding for the supplemental appropriations are indicated on Exhibit E to Resolution No. 6525(22). FY 2023-24 implementation will be captured and reflected in the Biennial Budget FYs 2023-25.

**Conclusion:**

The adoption of Resolution No. 6525(22) will provide for the implementation of the proposed compensation adjustments and benefit contribution adjustments to MS&C and UR represented employees.

Respectfully submitted,

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Amabelle Apolinario, Principal Human Resources Analyst

**APPROVED FOR SUBMITTAL TO THE CITY MANAGER:**

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Gabriel Garcia, Human Resources Manager

**APPROVED FOR SUBMITTAL TO THE CITY COUNCIL:**

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Dean Albro, City Manager

- Attachments: 1) Resolution No. 6525(22)  
2) Redlined Management, Supervisory & Confidential Compensation Plan  
3) Redlined Unrepresented Compensation Plan