Atascadero City Council
Staff Report – City Manager’s Office

Adjustments to Part-time Employee Salary Schedule

(Approval of salary increases for part-time employee positions due to staffing shortages.)

RECOMMENDATION:

Council approve the new salary schedule for part-time employees, raising salaries of part-time positions to remain competitive in the market place.

DISCUSSION:

The City Council last changed wages for part-time positions on January 9, 2007 to comply with the new minimum wage guidelines. At that time, staff informed the City Council that part-time wages were low compared to the marketplace and that it was becoming difficult to fill part-time vacancies. Since this time, it has become even more difficult to find qualified candidates for certain part-time positions because of competition from other employers paying higher wages and benefits, namely other cities and companies such as Starbucks, In and Out, and grocery stores.

The part-time staffing shortages have now reached crisis levels and in certain key positions such as scorekeepers and service workers, there are no longer any employees in the position. This is causing a strain on full-time employees who have to perform the work in addition to their daily work load and service is being impacted. Additionally, overtime is being paid to the full-time employees which is increasing the cost of providing the service.

Staff is recommending changes to the part-time wage scale effective April 28, 2007. The new schedule (Attachment A) appears to be consistent with our salary survey of various public agencies and private companies. If wages are increased, recruitments for the vacant positions will begin immediately. Staff is also recommending changing the policy regarding step increases for part-time employees. A new part-time salary schedule combined with updated wording on step increases will make us more competitive and will reduce administrative time.
FISCAL IMPACT:

The cost related to the increase in the minimum wage will be approximately $60,000 per year. It is anticipated that the City will be able to absorb this cost for the balance of the year within the current budget. The 2007-09 budget will be developed based on the revised salary schedule.

ATTACHMENTS: Proposed Part-time Salary Schedule