



Legislation Details (With Text)

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**Title:** CONSIDER RESOLUTION NO. 23-040 AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW SALARY SCHEDULES FOR THE EXISTING UNREPRESENTED PART-TIME POSITIONS OF CASHIER CLERK, LIFEGUARD, SWIM INSTRUCTOR II, AND Senior LIFEGUARD EFFECTIVE UPON CITY COUNCIL APPROVAL (CITY COUNCIL)

**Sponsors:** Community Services

**Indexes:**

**Code sections:**

**Attachments:** 1. Aquatics Pay Rate Reso 23-040\_final, 2. Aquatics Comp. Values Other Cities

Date	Ver.	Action By	Action	Result
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**Report to Mayor and City Council**

Tuesday, February 21, 2023

Consent

**SUBJECT:**

**CONSIDER RESOLUTION NO. 23-040 AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW SALARY SCHEDULES FOR THE EXISTING UNREPRESENTED PART-TIME POSITIONS OF CASHIER CLERK, LIFEGUARD, SWIM INSTRUCTOR II, AND SENIOR LIFEGUARD EFFECTIVE UPON CITY COUNCIL APPROVAL (CITY COUNCIL)**

**I. SUMMARY**

Given the lower starting salaries of Cashier Clerks, Lifeguards, Swim Instructors, and Senior Lifeguard Instructors in comparison to neighboring agencies, hiring and retaining Part-Time (PT) Aquatics staff has proven to be highly challenging. With increases in the minimum wage, this disparity is only growing. Staff is proposing changes to the current salary scale (see background) that will allow Carson to readily compete and attract qualified candidates and retain current employees for a longer period of time. Staff is requesting that City Council adopt the proposed Resolution 23-040 (Exhibit No. 1) approving new salary ranges for the existing unrepresented part-time positions of Cashier Clerk, Lifeguard, Swim Instructor II and Senior Lifeguard, which includes increasing the starting salaries and increasing the merit step increase percentages from 2.5% to 5%.

**II. RECOMMENDATION**

WAIVE further reading and ADOPT Resolution No. 23-040, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW SALARY SCHEDULES FOR THE EXISTING UNREPRESENTED PART-TIME POSITIONS OF CASHIER CLERK, LIFEGUARD, SWIM INSTRUCTOR II, AND SENIOR LIFEGUARD EFFECTIVE UPON CITY COUNCIL APPROVAL”

**III. ALTERNATIVES**

TAKE another action the City Council deems appropriate.

**IV. BACKGROUND**

The City operates two (2) pools at Carson Park and Foisia Park, and two (2) Aquatic Centers at Dominguez Park and Hemingway Park. Programming at these locations include swimming lessons, senior programming, adaptive programming, recreation swim, swim teams, lap swim, aqua aerobics, and pool parties. To support these services, Cashiers interact with the public to register youth and adult for aquatic programming and receive training in customer service and registration software. Lifeguards are required to meet a high level of knowledge and certification beyond the standard first aid, CPR, automated external defibrillator (AED) and lifeguarding certificate.

During onboarding, Lifeguards receive additional training in oxygen administration, blood borne pathogens, Water Safety Instructor, Professional Rescuer, and Title 22, a level of first aid training just under that received by an Emergency Medical Technician (EMT). As a result, City of Carson Lifeguards are highly skilled and knowledgeable in their field.

In addition to the above, Swim Instructors are also assigned to teach participants how to swim and Senior Lifeguard Instructors supervise the work of Cashiers, Lifeguards and Swim Instructors. Senior Lifeguards can function as a Lifeguard and Swim Instructor but also oversee the day-to-day operations of two (2) of the four (4) facilities. Given the level of expertise and experience of Aquatics staff, they are highly sought after by other cities.

As a result, staff retention has proven challenging, with these employees being regularly lured to neighboring agencies that offer higher pay (Exhibit No. 2). Additionally, with lower comparable starting salaries, hiring staff has also proven to be difficult. To respond to these circumstances, staff is proposing the following pay scales:

**Cashier Clerk (Unrepresented)**

<b>Year</b>	<b>Range</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>
Current (2.5%)	804	\$15.50	\$15.89	\$16.28	\$16.69
2023 (Proposed 5%)	805	\$16.00	\$16.80	\$17.64	\$18.52

**Lifeguard (Unrepresented)**

<b>Year</b>	<b>Range</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>
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Current (2.5%)	804	\$15.50	\$15.89	\$16.28	\$16.69
2023 (Proposed 5%)	806	\$18.00	\$18.90	\$19.85	\$20.84

**Swim Instructor II (Unrepresented)**

Year	Range	Step 1	Step 2	Step 3	Step 4
Current (2.5%)	801	\$15.50	\$15.89	\$16.28	\$16.69
2023 (Proposed 5%)	807	\$20.00	\$21.00	\$22.05	\$23.15

**Senior Lifeguard (Unrepresented)**

Year	Range	Step 1	Step 2	Step 3	Step 4
Current (2.5%)	802A	\$15.50	\$15.89	\$16.28	\$16.69
2023 (Proposed 5%)	808	\$22.00	\$23.10	\$24.26	\$25.47

Staff is requesting that City Council review and approve the proposed new salary ranges for these positions.

**V. FISCAL IMPACT**

There is no fiscal impact to the FY 2022/23 Aquatics General Fund Budgets, as salary funds are available in the four aquatic facility accounts due to current staff shortages.

**VI. EXHIBITS**

1. Resolution No. 23-040 (pgs. 4-7)
2. Comparable Cities (pgs. 8-10)

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