

**PLEASANT VALLEY RECREATION & PARK DISTRICT
ADMINISTRATION OFFICE – CONFERENCE ROOM
1605 E. BURNLEY ST., CAMARILLO, CALIFORNIA**

**PERSONNEL COMMITTEE
AGENDA**

**Wednesday, September 25, 2024
3:00 pm**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. PUBLIC/COMMITTEE COMMENTS**
- 4. MINIMUM WAGE**
- 5. ORAL DISCUSSION**
- 6. ADJOURNMENT**

Note: Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the day preceding the Committee meeting.

Announcement: Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Committee meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager at 482-1996, extension 114. Please notify us 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: PERSONNEL COMMITTEE

FROM: MARY OTTEN, GENERAL MANAGER
By: Kathryn Drewry, Human Resources Specialist

DATE: September 25, 2024

**SUBJECT: REVIEW OF 2025 PART TIME SALARY SCHEDULE
WITH MINIMUM WAGE IMPACT**

BACKGROUND

The Personnel Committee, along with District staff have been actively reviewing the impacts of California Minimum Wage increases since April 2016. These wage increases have posed significant challenges for the District, particularly in terms of addressing wage compression, maintaining competitive salaries, and managing overall budget constraints. In the upcoming fiscal year, minimum wage will increase to \$16.50 per hour.

In April of 2016 Governor Jerry Brown signed Senate Bill (SB) 3 into law, which set in motion a series of annual minimum wage increases from \$10.00 in 2016 to \$15.00 in 2022. This marked the end of prescheduled wage increases. Beginning in 2025, further increases in the minimum wage will be determined by the United States Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) and subject to the State Budget’s performance. However, the increase for 2025 has been capped at \$16.50.

CA Minimum Wage	
2016	\$10.00
2017	\$10.50
2018	\$11.00
2019	\$12.00
2020	\$13.00
2021	\$14.00
2022	\$15.00
2023	\$15.50
2024	\$16.00
2025	\$16.50

Since the implementation of SB 3, the District has proactively worked to address wage compression – where pay gaps between different roles narrow, leading to challenges in compensating staff for differences in responsibilities, skills, and experience. This issue has been

particularly evident within the District’s part-time salary structure, where higher wages for entry-level positions compress pay differences between lower and mid-level staff positions.

To mitigate the impact of rising minimum wages, the District has undertaken a series of measures, including:

Position Restructuring: Over the past several years, approximately fifteen part-time and seasonal positions have been either eliminated or consolidated to manage wage costs and better align staffing needs with financial realities.

Salary Adjustments: Full-time positions have also been reviewed as part of the Districts Class and Compensation study, and salary adjustments made as necessary to ensure equity and retention while aligning with the District’s overall compensation.

ANALYSIS

In 2025 the minimum wage increases to \$16.50 per hour will have a notable impact across all four of the District’s part-time salary ranges. However, these adjustments are necessary to comply with state law and ensure the District remains competitive in attracting part-time staff.

2024 Part Time Salary

	Bottom	Mid	Top		Bottom	Mid	Top
P101	\$ 1,280.00	\$ 1,472.00	\$ 1,664.00	P101	\$ 16.00	\$ 18.40	\$ 20.80
P102	\$ 1,408.00	\$ 1,619.20	\$ 1,830.40	P102	\$ 17.60	\$ 20.24	\$ 22.88
P103	\$ 1,720.00	\$ 1,978.00	\$ 2,236.00	P103	\$ 21.50	\$ 24.73	\$ 27.95
P104	\$ 1,984.00	\$ 2,281.60	\$ 2,579.20	P104	\$ 24.80	\$ 28.52	\$ 32.24

2025 Proposed Part Time Salary

	Bottom	Mid	Top		Bottom	Mid	Top
P101	\$ 1,320.00	\$ 1,518.00	\$ 1,716.00	P101	\$ 16.50	\$ 18.98	\$ 21.45
P102	\$ 1,452.00	\$ 1,669.80	\$ 1,888.00	P102	\$ 18.15	\$ 20.87	\$ 23.60
P103	\$ 1,831.20	\$ 2,105.62	\$ 2,380.80	P103	\$ 22.89	\$ 26.32	\$ 29.76
P104	\$ 2,111.20	\$ 2,427.78	\$ 2,744.80	P104	\$ 26.39	\$ 30.35	\$ 34.31

FISCAL IMPACT

In the 2023/2024 Fiscal Year, the District employed twenty-two (22) Lifeguards and seven (7) Recreation Leaders for a combined total of 16,048 hours. Based off the hours worked in 2023/2024, the cost increase will be approximately \$8,024. The District has accounted for these increases as part of the FY 24/25 budget.

STRATEGIC PLAN COMPLIANCE

Strategic Plan Goal 5.1: Position the District to attract and retain high-quality employees.

RECOMMENDATION

It is recommended the Committee review the 2025 part time salary schedule with minimum wage impact and move to full board for action.

P101	\$ 1,280.00	\$ 1,472.00	\$ 1,664.00
P102	\$ 1,408.00	\$ 1,619.20	\$ 1,830.40
P103	\$ 1,720.00	\$ 1,978.00	\$ 2,236.00
P104	\$ 1,984.00	\$ 2,281.60	\$ 2,579.20

P101	\$ 16.00	\$ 18.40	\$ 20.80
P102	\$ 17.60	\$ 20.24	\$ 22.88
P103	\$ 21.50	\$ 24.73	\$ 27.95
P104	\$ 24.80	\$ 28.52	\$ 32.24

P101	\$ 1,320.00	\$ 1,518.00	\$ 1,716.00
P102	\$ 1,452.00	\$ 1,669.80	\$ 1,888.00
P103	\$ 1,831.20	\$ 2,105.62	\$ 2,380.80
P104	\$ 2,111.20	\$ 2,427.78	\$ 2,744.80

P101	\$ 16.50	\$ 18.98	\$ 21.45
P102	\$ 18.15	\$ 20.87	\$ 23.60
P103	\$ 22.89	\$ 26.32	\$ 29.76
P104	\$ 26.39	\$ 30.35	\$ 34.31