

ORDINANCE NO. _____

AN ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA BARBARA ADOPTING THE 2022-2024 SALARY PLAN APPLICABLE TO UNREPRESENTED MANAGERS AND PROFESSIONAL ATTORNEYS AND THE 2022-2024 SALARY PLAN APPLICABLE TO CERTAIN UNREPRESENTED SAFETY MANAGERS

THE CITY COUNCIL OF THE CITY OF SANTA BARBARA DOES ORDAIN AS FOLLOWS:

SECTION 1. The 2022-2024 Management Salary Plan applicable to unrepresented managers and professional attorneys and the 2022-2024 Management Salary Plan applicable to certain unrepresented safety managers, effective as of July 1, 2022, and attached hereto, and incorporated herein by reference as Exhibit "A" and Exhibit "B" (hereinafter the "2022-2024 Management Salary Plan") is hereby approved.

Section 2. During the term of the Salary Plan, the City Administrator is hereby authorized to implement the terms of the 2022-2024 Management Salary Plan without further action by the City Council, unless such further Council action is required by state or federal law. This authorization shall include, but not be limited to, the authority to implement employee salary increases and changes to the salary schedule(s) that were adopted with the annual budget.

EXHIBIT A

2022-2024 Management Salary Plan Applicable to Unrepresented Managers and Professional Attorneys

1. This Management Salary Plan sets forth a plan for salary and benefit adjustments for certain unrepresented management employees for the period of July 1, 2022 through June 30, 2024.
2. This Salary Plan will apply to all management employees and professional attorneys not represented by a recognized employee organization, except the City Administrator and the City Attorney.
3. Salary Increases:

- A. The following across-the-board base salary increases will be implemented for all employees except the City Administrator and City Attorney:

| | |
|-------------------------------|------|
| Effective September 24, 2022: | 3.5% |
| Effective July 1, 2023: | 3.0% |

4. Vacation Cash-Out:

In order to qualify, an employee must take a minimum of forty (40) hours of accrued leave time (personal leave, management leave, vacation leave, or any combination of time during a fiscal year to be eligible to receive cash out of up to hundred (100) hours of vacation time for the same fiscal year. Vacation can only be "cashed out" in 10 hour increments (i.e. 10, 20, 30), and the amount to be cashed out will not exceed the employee's vacation balance at the end of the vacation year. Employees eligible for vacation cash out shall follow the procedures established by the City.

5. Vacation Accrual Max:

Effective October 22, 2022, the maximum vacation accrual will be 500 hours. Any employees who have a vacation balance above 500 hours will be cashed-out.

6. Salary Compaction:

The City will maintain Manager Classifications fifteen (15) percent above the highest paid subordinate classification salary. For purposes of this Section, "salary" shall only include base pay at the maximum of the range for the classifications. The City shall review Manager Classifications in May of each fiscal year, and provide the Unit with a summary report of this review. If, during the fiscal year, a compaction situation is identified, the Unit shall inform the City, and Human Resources shall review the classification in question. It is the responsibility of the association to maintain and update accurate Manager-to-subordinate reporting relationship information in the City payroll system. The City shall provide a determination within 30 calendar days of

notification from the Unit. Implementation of the salary adjustments will be effective the first pay period following Council approval of the mid-year or new fiscal year budget.

7. The Management Performance and Compensation Plan and the Professional Attorneys Compensation Plan, will be amended, as necessary, to include these changes and any other language or de minimus changes to compensation and benefits.

**2022-2024 Management Salary Plan
Applicable to Certain Unrepresented Safety Managers
("Management Salary Plan 2")**

1. This Management Salary Plan sets forth a plan for salary and benefit adjustments for unrepresented management employees for the period of July 1, 2022 through June 30, 2024.
2. This salary plan will apply only to the following unrepresented safety management employees: Fire Division Chief-Operations, the Fire Chief, and the Police Chief. This salary plan shall not apply to police management employees represented by the Police Management Association, nor to the Fire Division Chief-Prevention or the Fire Battalion Chiefs.
3. Salary Increases:
 - A. The following across-the-board base salary increases will be implemented for all employees except the City Administrator and City Attorney:

| | |
|-------------------------------|------|
| Effective September 24, 2022: | 3.5% |
| Effective July 1, 2023: | 3.0% |

4. Vacation Cash-Out:

In order to qualify, an employee must take a minimum of forty (40) hours of accrued leave time (personal leave, management leave, vacation leave, or any combination of time during a fiscal year to be eligible to receive cash out of up to hundred (100) hours of vacation time for the same fiscal year. Vacation can only be "cashed out" in 10 hour increments (i.e. 10, 20, 30), and the amount to be cashed out will not exceed the employee's vacation balance at the end of the vacation year. Employees eligible for vacation cash out shall follow the procedures established by the City.

5. Vacation Accrual Max:

Effective October 22, 2022, the maximum vacation accrual will be 500 hours. Any employees who have a vacation balance above 500 hours will be cashed-out.

6. Salary Compaction:

The City will maintain Manager Classifications fifteen (15) percent above the highest paid subordinate classification salary. For purposes of this Section, "salary" shall only include base pay at the maximum of the range for the classifications. The City shall

review Manager Classifications in May of each fiscal year, and provide the Unit with a summary report of this review. If, during the fiscal year, a compaction situation is identified, the Unit shall inform the City, and Human Resources shall review the classification in question. It is the responsibility of the association to maintain and update accurate Manager-to-subordinate reporting relationship information in the City payroll system. The City shall provide a determination within 30 calendar days of notification from the Unit. Implementation of the salary adjustments will be effective the first pay period following Council approval of the mid-year or new fiscal year budget.

7. The Management Performance and Compensation Plan and the Professional Attorneys Compensation Plan, will be amended, as necessary, to include these changes and any other language or de minimus changes to compensation and benefits.