



5.3

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LABOR RELATIONS

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September 29, 2004

City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT: Compensation Recommendations For Charter Officers**

**LOCATION/COUNCIL DISTRICT:** City-wide

**RECOMMENDATION:** Adopt the attached resolution adjusting Charter Officers salary and benefits consistent with the management salary survey recently adopted for all unrepresented employees.

**CONTACT PERSON:** Dee Contreras, Director of Labor Relations, 808-5424

**FOR COUNCIL MEETING OF:** October 5, 2004 (afternoon)

**SUMMARY:** Effective October 9, 2004, adjustments to the Charter Officers compensation are recommended as follows:

- 1) The City Manager's salary shall be increased by 8.32% and set at the middle of the salary range (control point of \$189,901);
- 2) The City Attorney's salary shall be increased by 3.215% and set at the

- middle of the salary range (control point of \$166,148);
- 3) The City Treasurer's salary shall be tied to the Assistant City Manager salary range (\$114,744-171,774); and, increased by 3.215% to \$154,502; and
  - 4) The City Clerk's salary shall be adjusted by 8.77% and set at the middle of the salary range (control point of \$110,946), the expense allowance will be increased to \$250 per month and vehicle allowance will be increased to \$200 per month.

**COMMITTEE/COMMISSION ACTION:** None

**BACKGROUND INFORMATION:** The City Council alone is vested with the authority to change the salary of the four Charter Officers. Consistent with recent exempt management and confidential/administrative salary adjustments based on performance and equity issues, it is appropriate to review and modify the compensation of Charter Officers. These recommendations are based on a policy foundation which places Charter Officer pay at the control point of the salary data from the compensation survey which is the middle of the salary range. Survey cities include the next three larger and smaller cities in California, local cities and counties, and large cities in the western United States. (Attachment 1) The control point is the mid-point of the third quartile (62.5%) of the median salary from the survey and was adopted by the Council as part of the unrepresented compensation recommendations of the Blue Ribbon Panel established in 2002. The control point is significant in that it insures that while the City is not at the top of salary for these officers it remains competitive in the marketplace and rewards the incumbents for their performance as well as the complexity of the work achieved.

The recommendation to move the City Manager, City Attorney and City Clerk to control point is consistent with these objectives. Because of the difficulty in obtaining appropriate matches in other jurisdictions for the City Treasurer, it is recommended that this classification be aligned internally with the Assistant City Manager rather than the Deputy City Manager. The City Treasurer is currently above the control point but within the range at that level and so an increase equal to the lowest percentage of the other Charter Officer increases, 3.21%, is recommended for this office. Finally, the City Clerk receives lower vehicle and expense allowances than the other Charter Officers, and it is recommended that these be increased by \$100 per month to equal the City Attorney and City Treasurer.

The City of Sacramento is the eleventh largest employee in the region with 5,000 employees. It was recently voted as the best large public employer in the region and has maintained a significant leadership role in area services and development. The Charter Officers who lead the City and its staff are responsible for the full range of municipal services and provide additional direct services that many other cities do not.

Through their leadership Sacramento has maintained a fiscally sound budget process while addressing both infrastructure needs and customer service demands. More than 80% of employees in the City have identified it as a great place to work; more that 80% of customers have reported satisfaction with City services; the City has developed a reserve for economic uncertainty which allows it to manage difficult financial times without resorting to crisis responses; prudent investment has given the City the third highest credit rating of the 20 largest cities in the state of California; the litigation crises affecting other municipal governments remains under control; and a state of the art records management system is in place with online calendaring and agenda processing. The City continues to develop at a rapid pace using sensitive planning, smart growth principles and development goals, creating friendly, livable communities.

**FINANCIAL CONSIDERATIONS:** The cost increase for all funds for Fiscal Year 2004-05 of the recommendations contained in this report is \$32,000 which is included in the current budget.

**ENVIRONMENTAL CONSIDERATIONS:** Not applicable

**POLICY CONSIDERATIONS:** Approval of this report is consistent with the City Council's policy of treating unrepresented employees consistent with represented employees and addressing management performance through market-driven, merit-based pay.

**ESBD CONSIDERATIONS:** Not applicable

Respectfully Submitted,



DEE CONTRERAS  
Director of Labor Relations

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# RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

## A RESOLUTION ADOPTING COMPENSATION FOR CHARTER OFFICERS

WHEREAS, the City Council is charged with setting the level of compensation for Charter Officers; and

WHEREAS, the City of Sacramento has established the salary control point at the mid-point of the third quartile of the median of agencies surveyed; and

WHEREAS, other eligible exempt managers received merit and equity adjustments effective September 18, 2004; and

WHEREAS, the Charter Officers performance evaluations have determined that their service is deserving of merit pay adjustment; and

WHEREAS, the recommendations for compensation effective October 9, 2004 are as follows: a) 8.32% increase for the City Manager; b) 3.215% increase for the City Attorney; c) 3.215% increase for the City Treasurer and alignment with the Assistant City Manager; and d) 8.77% increase for the City Clerk, and increase expense allowance to \$250 and vehicle allowance to \$200 per month consistent with the City Attorney and City Treasurer.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO, that it adopt in full the terms and conditions above.

\_\_\_\_\_  
MAYOR

ATTEST:

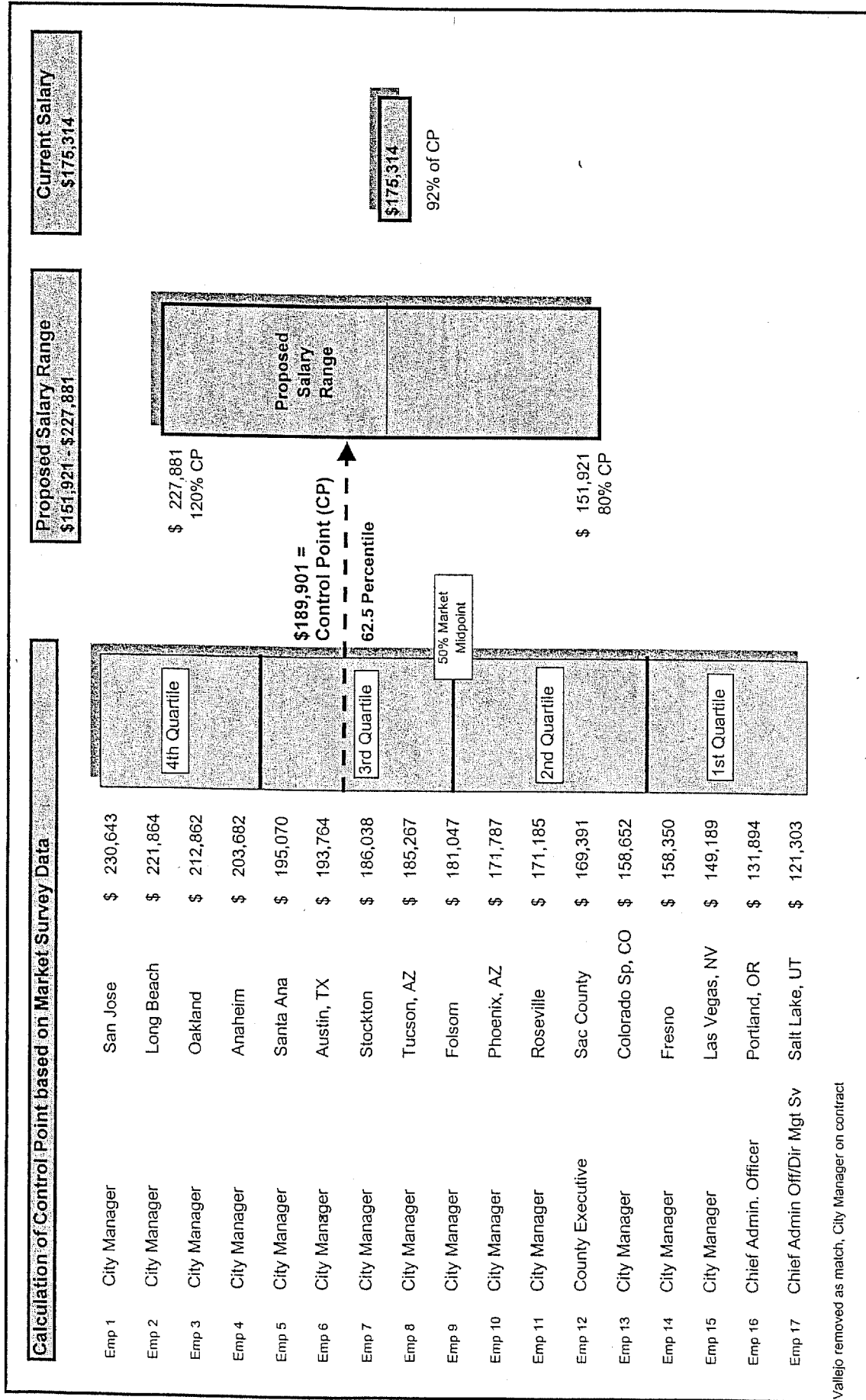
\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
FOR CITY CLERK USE ONLY

RESOLUTION NO.: \_\_\_\_\_

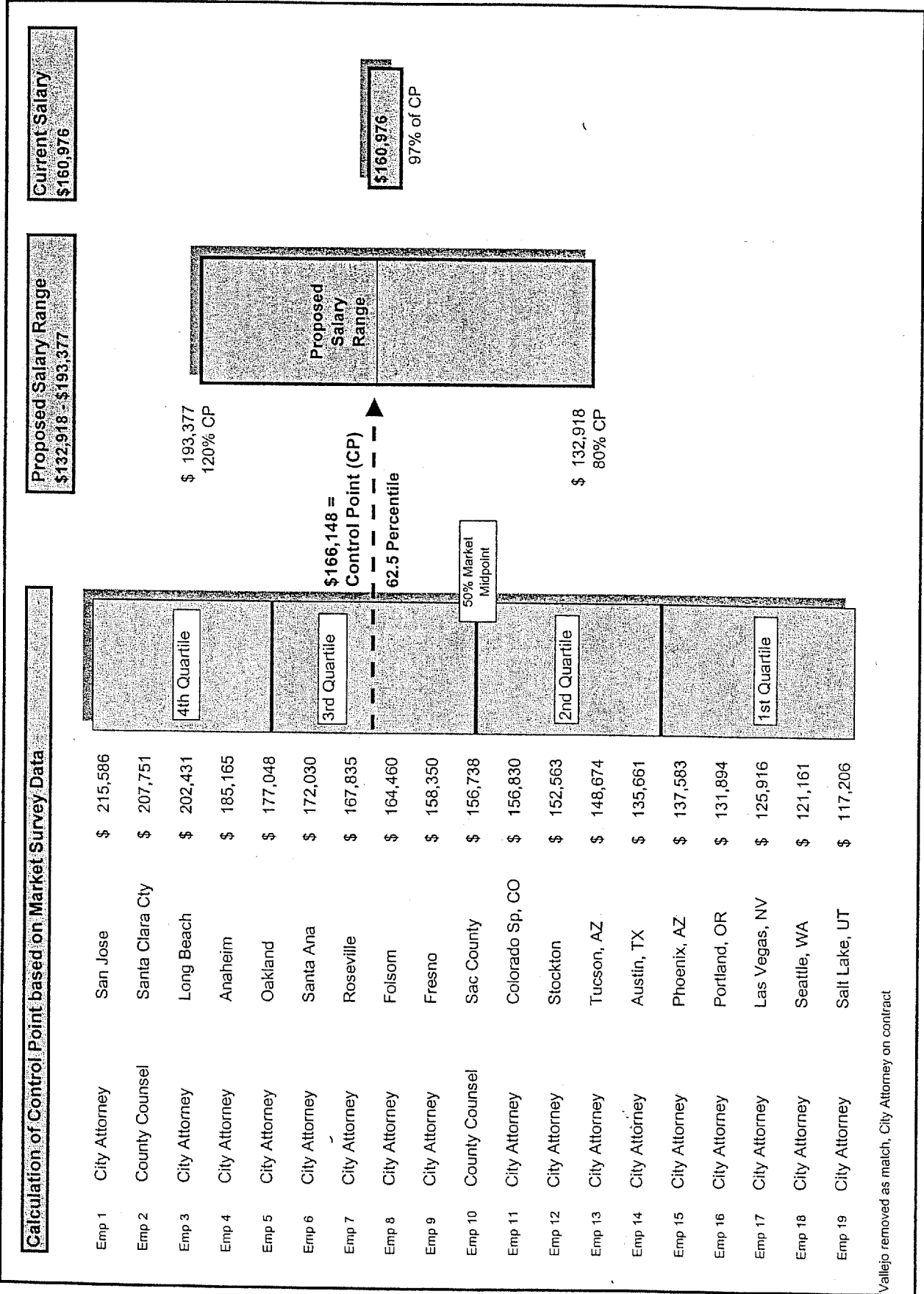
DATE ADOPTED: \_\_\_\_\_

# Calculation of CITY MANAGER Salary Range Based on Market Survey



Vallejo removed as match, City Manager on contract

Calculation of CITY ATTORNEY Salary Range Based on Market Survey

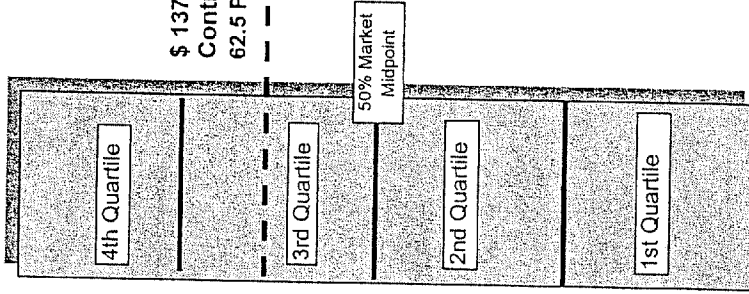


Vallejo removed as match, City Attorney on contract

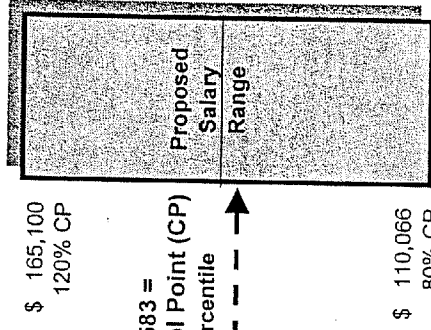
# Calculation of CITY TREASURER Salary Range

## Calculation of Control Point based on Market Survey Data

Emp 1	Deputy City Manager	San Jose	\$ 170,900
Emp 2	Deputy City Manager	Anaheim	\$ 146,957
Emp 3	Deputy City Manager	Long Beach	\$ 140,935
Emp 4	Asst City Manager	Roseville	\$ 138,372
Emp 5	Deputy City Manager	Phoenix, AZ	\$ 137,583
Emp 6	Deputy City Manager	Oakland	\$ 132,116
Emp 7	Asst City Manager	Austin, TX	\$ 130,519
Emp 8	Deputy City Manager	Stockton	\$ 122,754
Emp 9	Asst City Manager	Las Vegas, NV	\$ 118,933
Emp 10	Asst City Manager	Tucson, AZ	\$ 113,160
Emp 11	Dep Dir of Mgmt Srv	Salt Lake, UT	\$ 103,920
Emp 12	Asst City Manager	Colorado Sp, CO	\$ 100,767
Emp 13	Deputy City Manager	Fresno	\$ 63,038



**Proposed Salary Range**  
\$110,066 - \$165,100



**Current Salary**  
\$ 149,689

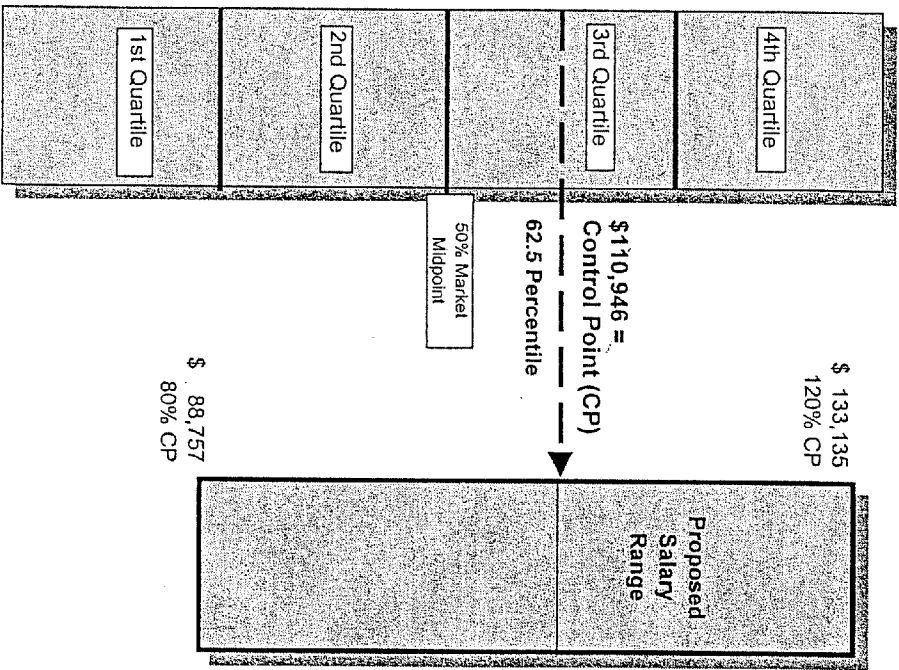
**\$149,689**  
109% of CP

There are not enough comparable "City Treasurer" positions to do a market survey. Therefore, City Treasurer is benchmarked to the "Deputy City Manager" position.

Calculation of CITY CLERK Salary Range Based on Market Survey

Calculation of Control Point based on Market Survey Data

Emp 1	Ex Mgr - Legislative	Seattle, WA	\$ 169,780
Emp 2	City Clerk	San Jose	\$ 129,286
Emp 3	City Clerk	Oakland	\$ 125,823
Emp 4	City Clerk	Anaheim	\$ 117,565
Emp 5	Clerk of the Council	Santa Ana	\$ 113,043
Emp 6	City Clerk	Phoenix, AZ	\$ 112,942
Emp 7	City Clerk	Long Beach	\$ 108,950
Emp 8	City Clerk	Tucson, AZ	\$ 108,022
Emp 9	City Clerk	Las Vegas, NV	\$ 106,190
Emp 10	City Clerk	Austin, TX	\$ 104,488
Emp 11	City Clerk	Vallejo	\$ 104,364
Emp 12	City Clerk	Roseville	\$ 98,332
Emp 13	City Clerk	Fresno	\$ 97,978
Emp 14	City Clerk	Colorado Sp, CO	\$ 97,257
Emp 15	City Clerk	Stockton	\$ 94,971
Emp 16	City Clerk	Folsom	\$ 80,364



Proposed Salary Range  
\$88,757 - \$133,135

Current Salary  
\$102,000

\$102,000

99% of CP  
92076