



City of Santa Clara

Meeting Agenda

Salary Setting Commission

Thursday, March 14, 2019

7:00 PM

City Hall - Council Chambers
1500 Warburton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

- 19-308 [Action to Approve the Meeting Minutes of January 30, February 21, and 28, 2019](#)

Recommendation: Approve the Meeting Minutes of January 30, 2019, February 21 and 28, 2019.

PUBLIC PRESENTATIONS

GENERAL BUSINESS

- 19-314 [Consideration of Updated Comparator Information for Chief of Police](#)

Recommendation: This item is for information and discussion only, and no action is required at this time.

STAFF REPORT

- 19-323 [Action on Resolution Setting the Salaries of Mayor and Council Members as unchanged for the Period July 1, 2019, to July 1, 2021, Pursuant to City Charter Section 702](#)

Recommendation: Adopt the Resolution Setting the Salaries of Mayor and Council Members as unchanged for the Period July 1, 2019, to July 1, 2021, Pursuant to City Charter Section 702

COMMISSIONERS REPORT

ADJOURNMENT

The next regularly scheduled meeting is March 28, 2019.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
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Agenda Report

19-308

Agenda Date: 3/14/2019

SUBJECT

Action to Approve the Meeting Minutes of January 30, February 21, and 28, 2019

RECOMMENDATION

Approve the Meeting Minutes of January 30, 2019, February 21 and 28, 2019.

ATTACHMENT

1. Meeting Minutes of January 30, 2019
2. Meeting Minutes of February 21, 2019
3. Meeting Minutes of February 28, 2019



City of Santa Clara

Meeting Minutes

Salary Setting Commission

01/30/2019

7:00 PM

City Hall - Council Chambers
1500 Warbuton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

Chairperson Sontag called the meeting to order at 7:00 pm.

Present 5 - Commissioner Pilar Arquero , Commissioner Marjorie Banko ,
Commissioner MV Kumar , Commissioner John Sontag, and
Commissioner David Stealey

CONSENT CALENDAR

[19-144](#) Meeting Minutes of January 8 and 17, 2019

Recommendation: Approve the Meeting Minutes of January 8 and 17, 2019.

**A motion was made by Commissioner Sontag, seconded by
Commissioner Kumar, that this item, Meeting Minutes of January 8,
2019, be Noted and filed. The motion carried by the following vote:**

Aye: 5 - Commissioner Arquero, Commissioner Banko , Commissioner
Kumar, Commissioner Sontag, and Commissioner Stealey

**A motion was made by Commissioner Kumar, seconded by
Commissioner Arquero, that this item, Meeting Minutes of January
17, 2019, be Noted and filed. The motion carried by the following
vote:**

Aye: 5 - Commissioner Arquero, Commissioner Banko , Commissioner
Kumar, Commissioner Sontag, and Commissioner Stealey

PUBLIC PRESENTATIONS

None

GENERAL BUSINESS

None

STAFF REPORT[19-121](#)

Action to Consider Additional Comparative Information and to Set Salaries of Mayor, Council, City Clerk and Police Chief

Recommendation: Staff has no recommendation other than to encourage the Commission to consider the available responsive information and when ready, act to set the salaries of the Mayor, Council, City Clerk, and Police Chief.

This item was considered without recommendation from staff.

COMMISSIONERS REPORT

None

ADJOURNMENT

A motion was made by Commissioner Stealey, seconded by Commissioner Arquero, to adjourn the meeting at 8:37 pm to the next regularly scheduled meeting on February 21, 2019. The motion carried by the following vote:

Aye: 5 - Commissioner Arquero, Commissioner Banko , Commissioner Kumar, Commissioner Sontag, and Commissioner Stealey

Draft



City of Santa Clara

Meeting Minutes

Salary Setting Commission

02/21/2019

7:00 PM

City Hall - Council Chambers
1500 Warburton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

Chairperson Sontag called the meeting to order at 7:00 pm.

Present 5 - Commissioner Pilar Arquero , Commissioner Marjorie Banko ,
Commissioner MV Kumar , Commissioner John Sontag, and
Commissioner David Stealey

CONSENT CALENDAR

None

PUBLIC PRESENTATIONS

Darren De La Cruz spoke during public presentation.

GENERAL BUSINESS

None

STAFF REPORT

Darren De La Cruz spoke during staff report.

- 1 [19-192](#) Action to Consider Updated Comparative Information for the City Clerk Position

Recommendation: Staff has no recommendation other than to encourage the Commission to consider the available responsive information and when ready, act to set the salaries of the Mayor, Council, City Clerk, and Police Chief.

The commission discussed the comparative information for the City Clerk position. Staff has no recommendation and the commission did not take any actions.

COMMISSIONERS REPORT

None

ADJOURNMENT

The meeting was adjourned at 8:47 pm to the next regularly scheduled meeting on February 28, 2019.

Draft



City of Santa Clara

Meeting Minutes

Salary Setting Commission

02/28/2019

7:00 PM

City Hall - Council Chambers
1500 Warburton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

Chairperson Sontag called the meeting to order at 7:00 pm.

Present 5 - Commissioner Pilar Arquero , Commissioner Marjorie Banko ,
Commissioner MV Kumar , Commissioner John Sontag, and
Commissioner David Stealey

CONSENT CALENDAR

None

PUBLIC PRESENTATIONS

None

GENERAL BUSINESS

[19-260](#)

Discussion of, and Possible Action On, Salary Setting for Mayor, Council Members, City Clerk and Police Chief Pursuant to Charter Section 702, SCCC 2.20.015, and SCCC 2.80.015, respectively.

A motion was made by Commissioner Stealey, seconded by Commissioner Banko , that staff bring forth a resolution to adopt setting the salary of the Mayor and Councilmembers at the current compensation rate.

Aye: 5 - Commissioner Arquero, Commissioner Banko , Commissioner Kumar, Commissioner Sontag, and Commissioner Stealey

STAFF REPORT

None

COMMISSIONERS REPORT

None

ADJOURNMENT

A motion was made by Commissioner Sontag, seconded by Commissioner Banko ,to adjourn the meeting at 8:49 pm to the next regularly scheduled meeting on March 14, 2019. The motion carried by the following vote:

Aye: 5 - Commissioner Arquero, Commissioner Banko , Commissioner Kumar, Commissioner Sontag, and Commissioner Stealey



City of Santa Clara

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Agenda Report

19-314

Agenda Date: 3/14/2019

REPORT TO SALARY SETTING COMMISSION

SUBJECT

Consideration of Updated Comparator Information for Chief of Police

BACKGROUND

City Code Section 2.80.015 requires the Commission to set the compensation of the Chief of Police on July 1, 2019, and every two years thereafter.

DISCUSSION

At its January 30, 2019 meeting, the Commission was provided compensation survey results for comparator cities as well as two counties. Since the City is the only City in California with an elected Police Chief, counties were included for representative comparator information for elected public safety officials. Staff is providing updated information (Attachment 1), with additional information completed for San Mateo County, plus the additional county comparator of Alameda County.

FISCAL IMPACT

There is no fiscal impact associated with this item.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

This item is for information and discussion only, and no action is required at this time.

Reviewed by: Teresia Zadroga-Haase Director, Human Resources

Approved by: Walter C. Rossmann, Chief Operating Officer

ATTACHMENTS

1. Comparator Agency Information for Chief of Police

CONFIDENTIAL
CITY OF SANTA CLARA
TOTAL MONTHLY COMPENSATION ARRAY
CLASS: POLICE CHIEF

Note: Unless otherwise noted, the salary information included in this report was in effect on March 7, 2019

| Agency | Top Step Salary | Insurance | | | | | Soc. Sec. Medicare | Employer Retire. Rate | Employer-Pd Employee Retirement | Deferred Comp | Auto Allow. | Prof. Devel. | Retiree Medical | Total Compensation |
|-----------------------|-----------------|-----------|---------|--------|-------|--------|--------------------|-----------------------|---------------------------------|---------------|-------------|--------------|-----------------|--------------------|
| | | Life | Medical | Dental | LTD | Vision | | | | | | | | |
| City of Mountain View | 23,591.34 | 66.00 | 2126.53 | 224.76 | 36.98 | 10.00 | 342.07 | 10587.56 | 0 | 0 | 0 | 83.33 | 2,126.53 | 39,195.10 |
| City of Palo Alto | 23,209.33 | 33.96 | 2008.00 | 214.89 | 37.20 | 15.90 | 336.54 | 11532.72 | 0 | 0 | 0 | 125.00 | 1,727.00 | 39,240.53 |
| City of Milpitas | 20,599.95 | 7.00 | 2027.64 | 221.22 | 19.50 | 17.05 | 298.70 | 9109.50 | 0 | 75.00 | 0 | 0 | 733.39 | 33,108.95 |
| City of Redwood City | 22,323.00 | 25.65 | 1838.18 | 99.86 | 17.40 | 10.81 | 323.68 | 9231.01 | 0 | 446.46 | 0 | 750.00 | 1,065.75 | 34,292.15 |
| City of Hayward | 19,363.07 | 23.24 | 1924.98 | 148.08 | 60.58 | 14.35 | 280.76 | 7981.46 | 0 | 0 | 0 | 0.00 | 237.31 | 30,033.83 |
| County of Santa Clara | 24,099.76 | 97.57 | 1366.86 | 54.27 | 0 | 4.59 | 349.45 | 10112.02 | 0 | 0 | 0 | 0.00 | 0.00 | 36,084.51 |
| County of San Mateo | 21,891.58 | 4.50 | 3087.30 | 127.22 | 14.47 | 16.06 | 317.43 | 14010.61 | 0 | 0 | 1111.50 | 1641.87 | 4273.82 | 46,496.36 |
| Alameda County | 21,434.40 | 5.14 | 1296.45 | 38.93 | 0 | 25.22 | 310.80 | 13405.07 | 0 | 0 | 0 | 0.00 | 558.00 | 37,074.01 |

Survey Average: **22,064.05** **36,940.68**

| | | | | | | | | | | | | | | |
|---------------------|-----------|------|--------|-------|---|------|--------|----------|------|---|--------|------|--------|-----------|
| City of Santa Clara | 26,141.00 | 5.60 | 982.43 | 22.22 | 0 | 9.02 | 379.04 | 10775.32 | 0.00 | 0 | 400.00 | 0.00 | 364.00 | 39,078.63 |
|---------------------|-----------|------|--------|-------|---|------|--------|----------|------|---|--------|------|--------|-----------|

Santa Clara above/below average : **18.48%**
Above

Santa Clara above/below average total compensation:

5.79%
Above

NOTES:

City of Milpitas and Mountain View: Auto provided

City of Redwood City: Auto provided; City pays 100% of the "Employee Only" rate for the plan chosen up to a maximum monthly amount equal to the Bay Area Kaiser Family rate

City of Santa Clara: Police Chief is eligible to be provided with an automobile in lieu of an auto allowance similar to Mountain View and Milpitas

City of Santa Clara Total Monthly Compensation Array

Class: Police Chief

Page 2 (NOTES)

Retirement:

| | <u>Agency Base</u> | <u>Agency-Paid Employee Contribution</u> | |
|-----------------------|--------------------|--|--------|
| City of Mountain View | 44.879% | 0% | 3.0@50 |
| City of Palo Alto | 49.690% | 0% | 3.0@50 |
| City of Milpitas | 44.221% | 0% | 3.0@50 |
| City of Redwood City | 41.352% | 0% | 3.0@50 |
| City of Hayward | 41.220% | 0% | 3.0@50 |
| County of Santa Clara | 41.959% | 0% | 3.0@50 |
| County of San Mateo | 64.000% | 0% | 3.0@50 |
| Alameda County | 62.540% | 0% | 3.0@50 |
| City of Santa Clara | 49.098% | 0% | 3.0@50 |

44.683% contribution rate, but employee pays 7% as cost share amount

Paid Holidays:

| | <u>No. Holidays</u> |
|-----------------------|---------------------|
| City of Mountain View | 12 |
| City of Palo Alto | 12 |
| City of Milpitas | 13 |
| City of Redwood City | 14 |
| City of Hayward | 14.5 |
| County of Santa Clara | 12 |
| County of San Mateo | 0 |
| Alameda County | 11 |
| City of Santa Clara | 13 |

Vacation:

| | <u>No. Days</u> |
|-----------------------|-----------------|
| City of Mountain View | 17 |
| City of Palo Alto | 25 |
| City of Milpitas | 36 |
| City of Redwood City | 15 |
| City of Hayward | 15 |
| County of Santa Clara | 0 |
| County of San Mateo | 0 |
| Alameda County | 0 |
| City of Santa Clara | 15 |

City of Santa Clara Total Monthly Compensation Array

Class: Police Chief

Page 3 (NOTES, Continued)

Management Leave:

| | <u>No. of Days</u> |
|-----------------------|---------------------------|
| City of Mountain View | 12 |
| City of Palo Alto | 10 |
| City of Milpitas | 5 |
| City of Redwood City | 20 |
| City of Hayward | 10 |
| County of Santa Clara | 0 |
| County of San Mateo | 0 |
| Alameda County | 0 |
| City of Santa Clara | 15 |

Sick Leave

| | <u>No. of Days</u> |
|-----------------------|---------------------------|
| City of Mountain View | 12 |
| City of Palo Alto | 12 |
| City of Milpitas | 12 |
| City of Redwood City | 12 |
| City of Hayward | 12 |
| County of Santa Clara | 0 |
| County of San Mateo | 0 |
| Alameda County | 0 |
| City of Santa Clara | 12 |



Agenda Report

19-323

Agenda Date: 3/14/2019

REPORT TO SALARY SETTING COMMISSION

SUBJECT

Action on Resolution Setting the Salaries of Mayor and Council Members as unchanged for the Period July 1, 2019, to July 1, 2021, Pursuant to City Charter Section 702

BACKGROUND

City Charter Section 702 requires that the newly-constituted Salary Setting Commission establish the salaries for the positions of Mayor and Council Member for the period July 1, 2019, and ending two years thereafter. The Salary Setting Commission has met on six occasions over the period January through March 2019, and the members of the Commission have thoroughly reviewed and discussed the various data points pertaining to, and aspects of, the issue of salary setting for these elected officials. The Charter requires that the Commission make their compensation decision by March 15th. At their February 28th meeting, the Commission voted unanimously to leave the current salary levels of Mayor and Council Member unchanged for the subject period, and directed staff to return at the next meeting with a resolution setting forth the Commission's decision.

DISCUSSION

In arriving at its decision to maintain current salary levels for Mayor and Council, the Commission took into consideration the following:

- At the time of the 2016 general election, the salary of the Council Members was \$855.27 per month and the salary of the Mayor was \$1,425.47 per month. In the 2016 general election, the voters passed Measure O, which increased the salary of the Council Members to \$2,000 per month and salary of the Mayor to \$2,500 per month. These salary increases more than doubled the Council Members' salaries and increased the Mayor's salary by approximately 75%.
- The nature and scope of the positions of Mayor and Council Member - in terms of the number of meetings attended, time commitment involved, types of issues considered, etc. - does not appear to have substantially changed since the time of the 2016 election.
- The Mayor and Council Members are not "regular" employees of the City, subject to internal performance review. Rather, the Mayor and Council Members are elected by the voters of the City of Santa Clara; it is, therefore, solely within the purview of the voters to determine the quality of performance by the current office holders. Accordingly, the role of the Salary Setting Commission is to set the salary for the positions of Mayor and Council Members, irrespective of the identities of the current office holders.
- The positions of Mayor and Council Member are service-oriented, executive level, positions, paid on a monthly salary basis, rather than an hourly basis. In addition, there are no formal requirements for number of hours worked in City service per week, and the office holders may hold separate full time employment in addition to service in their elected position. Therefore,

the Consumer Price Index is not wholly applicable to the determination of appropriate salary level for these positions.

- The current salary levels for Mayor (\$2,500 per month) and Council Member (\$2,000) are not inconsistent with the current salary levels for these positions in the comparator agencies reviewed by the Salary Setting Commission.
- The Salary Setting Commission reviewed and considered the short- and long-term budget projections provided by staff; the Commission strives to arrive at a prudent and fiscally responsible decision.

At the Commission's request, staff has incorporated the factors above into a Resolution, included herewith for the Commission's consideration.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

As there is no change to the Mayor and Council salary levels, there will be no change to the expected budget.

COORDINATION

This report has been coordinated with the Human Resources Department, City Attorney's Office and Finance Department.

PUBLIC CONTACT

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RECOMMENDATION

Adopt the Resolution Setting the Salaries of Mayor and Council Members as unchanged for the Period July 1, 2019, to July 1, 2021, Pursuant to City Charter Section 702

Reviewed by: Teresia Zadroga-Haase, Director, Human Resources

Approved by: Nadine Nader, Assistant City Manager

ATTACHMENTS

1. Resolution Setting the Salaries of Mayor and Council Members for the Period July 1, 2019, to July 1, 2021, Pursuant to City Charter Section 702

RESOLUTION NO. _____

**A RESOLUTION OF THE SALARY SETTING COMMISSION OF
THE CITY OF SANTA CLARA, CALIFORNIA, SETTING THE
SALARIES OF THE POSITIONS OF MAYOR AND COUNCIL
MEMBER FOR THE PERIOD JULY 1, 2019, TO JULY 1, 2021,
PURSUANT TO CITY CHARTER SECTION 702**

BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

WHEREAS, in accordance with City Charter Section 702, a Salary Setting Commission consisting of five qualified electors of the City was appointed by the Civil Service Commission in November 2018, to commence performance of its duties in January 2019;

WHEREAS, pursuant to the City Charter, the Salary Setting Commission is charged with establishing the salary of the Mayor and members of the City Council for the period commencing on July 1, 2019, and ending two years thereafter;

WHEREAS, the Salary Setting Commission met on six occasions from January 8, 2019, through March 14, 2019, inclusive, and discussed the setting of Mayor and Council salary levels at each of these meetings;

WHEREAS, the Salary Setting Commission was presented with, and took into consideration, various data points including, but not limited to, the history of salary increases for the Mayor and Council positions, comparator agency salary levels, and City budget projections; and

WHEREAS, the final decision of the Salary Setting Commission as to the Mayor and Council Member salaries, as set forth in this Resolution, is based upon the following:

1. In the 2000 special election, the voters passed Measure J amending Charter Section 702 to set the salary of the Council Members at \$600 per month and salary of the Mayor at \$1000 per month, and allowed for an automatic annual salary increase in the amount of the local Consumer Price Index.
2. By the time of the 2016 general election, as a result of the automatic CPI increases, the salary of the Council Members was \$855.27 per month and the salary of the Mayor was \$1,425.47 per month.

3. In the 2016 general election, the voters passed Measure O, which again amended Charter Section 702 to set the salary of the Council Members at \$2,000 per month and salary of the Mayor at \$2,500 per month. These salary increases more than doubled the Council Members' salaries and increased the Mayor's salary by approximately 75%.
4. The nature and scope of the positions of Mayor and Council Member – in terms of the number of meetings attended, time commitment involved, types of issues considered, etc. – does not appear to have substantially changed since the time of the 2016 election.
5. The Mayor and Council Members are not “regular” employees of the City, subject to internal performance review. Rather, the Mayor and Council Members are elected by the voters of the City of Santa Clara; it is, therefore, solely within the purview of the voters to determine the quality of performance by the current office holders. Accordingly, the role of the Salary Setting Commission is to set the salary for the positions of Mayor and Council Members, irrespective of the identities of the current office holders.
6. The positions of Mayor and Council Member are service-oriented, executive level, positions, paid on a monthly salary basis, rather than an hourly basis. In addition, there are no formal requirements for number of hours worked in City service per week, and the office holders may hold separate full time employment in addition to service in their elected position. Therefore, the Consumer Price Index is not wholly applicable to the determination of appropriate salary level for these positions.
7. The current salary levels for Mayor (\$2,500 per month) and Council Member (\$2,000) are not inconsistent with the current salary levels for these positions in the comparator agencies reviewed by the Salary Setting Commission.
8. The Salary Setting Commission reviewed and considered the short- and long-term budget projections provided by staff; the Commission strives to arrive at a prudent and fiscally responsible decision.

NOW THEREFORE, BE IT FURTHER RESOLVED BY THE SALARY SETTING COMMISSION

OF THE CITY OF SANTA CLARA AS FOLLOWS:

1. That the salary of the position of Mayor shall remain at its current level (\$2,500 per month) for the period July 1, 2019, to July 1, 2021.
2. That the salary of the position of Council Member shall remain at its current level (\$2,000 per month) for the period July 1, 2019, to July 1, 2021.
3. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE SALARY SETTING COMMISSION OF THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE ____ DAY OF _____, 2019, BY THE FOLLOWING VOTE:

| | |
|------------|----------------|
| AYES: | COMMISSIONERS: |
| NOES: | COMMISSIONERS: |
| ABSENT: | COMMISSIONERS: |
| ABSTAINED: | COMMISSIONERS: |

ATTEST: _____
NORA PIMENTEL, MMC
ASSISTANT CITY CLERK
CITY OF SANTA CLARA

Attachments incorporated by reference: None