

Meeting Date: 5/20/14

AGENDA REPORT

City of Santa Clara, California

Agenda Item # 15B



Date: May 15, 2014

To: Mayor and City Council

From: Council Officers & Elected Full Time Employees Performance/Salary Review Committee

Subject: Approval to Delegate Authority to the City Manager to Authorize and Grant Merit Increases to Elected Full Time Positions

EXECUTIVE SUMMARY:

The City Clerk and Chief of Police classifications are elected officials that are recognized as part of the Executive Staff of the City of Santa Clara. These two classifications are not represented by any bargaining unit, but are entitled to the same cost of living adjustments and other fringe benefits provided to positions in Unit 9 (Unclassified Miscellaneous Management), and Unit 9A (Unclassified Police Management) respectively, based on current Council policy.

The present policy for the Council Officers & Elected Full Time Employees Performance/Salary Review Committee (Committee) is to review and authorize merit increases to the full-time elected classifications. In order to create consistency with other Department Heads, the Committee recommends that this authority be delegated to the City Manager to set salary adjustments for the elected City Clerk and Chief of Police.

The City Council, however, will continue to establish value for the work performed by the City Auditor, which is an additional assignment of the City Clerk. Per the City Charter, the Council maintains the right to make salary adjustments, based on performance, when appropriate to the City Auditor function. The City Council will continue to maintain that authority.

ADVANTAGES AND DISADVANTAGES OF ISSUE:

There are no disadvantages.

ECONOMIC/FISCAL IMPACT:

Adoption of this revised salary program will allow consistency to merit increases to all Department Heads of the City. This revision in practice will create equity amongst the Department Head classifications on the method of receiving merit increases. In addition, the process allows for a more streamlined approach in granting merit increases to the City Clerk and Chief of Police, in the same manner as all Department Heads of the City.

City Manager for Council Action

Subject: Approval to Delegate Authority to the City Manager to Authorize and Grant Merit Increase to Elected Full Time Positions

May 15, 2014

Page 2

RECOMMENDATION:

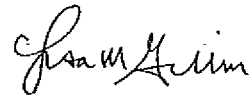
That the Council delegate authority to the City Manager to authorize and grant merit increases to Elected Full-Time Positions.



Jamie Matthews, Chair
Mayor



Pat Kolstad
Vice Mayor



Lisa Gillmor
Councilmember

Documents Related to this Report: None