



AGENDA REPORT

Date: October 27, 2015

To: Mayor and City Council

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

Subject: Proposed Merit Increase for City Attorney and Note and File Merit Increase Status for City Manager, Police Chief and City Clerk/Auditor

EXECUTIVE SUMMARY

The Council Officers & Elected Full-Time Performance Salary Review Committee (Jamie Matthews, Pat Kolstad and Lisa Gillmor) has conducted a Performance Salary Review for the City Attorney and City Manager. Materials reviewed by the Committee included the following: (1) contribution to the organization, goals and accomplishments; (2) salary and comparison information, comparing the positions to similar positions in comparable cities; (3) internal relationships; and (4) history of merit salary increases.

After the Committee's thorough review of these four factors, and based on the Committee's conclusion that the City Attorney and City Manager have done excellent work for the City of Santa Clara, the Committee is recommending the following: The City Attorney is due for an equity adjustment, and the Committee is recommending a 10% merit salary increase for Richard E. Nosky ("Ren" Nosky), City Attorney, effective the first full pay-period after Council approval. The City Attorney has not received a merit increase since being employed with the City on October 17, 2011. In addition, the Committee is recommending that Ren Nosky receive a 7.5% merit increase, effective on his fifth anniversary with the City, October 17, 2016. If October 17, 2016 falls after the start of a new pay-period, the effective date will be the first full pay-period following that date. The Committee recommended a 5% stipend to be paid at the end of the fiscal year to the City Manager; however, the City Manager has respectfully declined the offer. The City Attorney, City Manager and City Clerk/Auditors' cost of living adjustments and other benefits are to continue to be tied to the Unit 9 Miscellaneous Management Group.

On May 15, 2014, the City Council delegated authority to the City Manager to authorize and grant merit increases to "Elected Full-Time Positions." The last increase authorized for Mike Sellers, Chief of Police, was November 9, 2014. The Chief of Police is due for his annual increase, and as such, the City Manager has authorized a 5% merit increase effective November 8, 2015. The Chief of Police's cost of living adjustments and other benefits are to be continued to be tied to Unit 9A Police Management Group. For the record, the City Manager has also authorized a 5% merit increase to the City Clerk/City Auditor Rod Diridon, effective June 7, 2015.

ADVANTAGES AND DISADVANTAGES OF ISSUE

The Committee feels that salary adjustments are appropriate to recommend in order to recognize the work of the City Attorney, City Manager, Chief of Police and City Clerk/Auditor.

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ECONOMIC/FISCAL IMPACT

The additional salary cost for the increase to the City Attorney and Chief of Police for this fiscal year is \$16,056.00 and \$9,014.00 respectively, for the remainder of this fiscal year if adopted October 27, 2015, with an effective date of November 8, 2015. The City Clerk/City Auditor's increase was built into the 2015/2016 budget.

RECOMMENDATION

- 1) That the Council grant Richard E. Nosky, City Attorney at the recommendation of the Council Officers and Elected Full-Time Employees Performance/Salary Review Committee Members (Jamie Matthews, Pat Kolstad and Lisa Gillmor), a 10% merit increase effective November 8, 2015 with an additional 7.5% increase effective October 17, 2016; and
- 2) That Council note and file the salary increases for Mike Sellers, Chief of Police, effective November 8, 2015, and Rod Diridon, City Clerk, effective June 7, 2015.



Jamie Matthews, Chair
Mayor



Pat Kolstad
Councilmember



Lisa Gillmor
Councilmember