



Legislation Details (With Text)

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**Title:** Action to Consider Updated Comparative Information for the City Clerk Position

**Sponsors:**

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**Attachments:** 1. City Clerk Survey Corrected

Date	Ver.	Action By	Action	Result
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**REPORT TO SALARY SETTING COMMISSION**

**SUBJECT**

Action to Consider Updated Comparative Information for the City Clerk Position

**BACKGROUND**

Charter Section 702 requires the Salary Setting Commission (Commission) to set the compensation of the Mayor and Council prior to March 15, 2019 and thereafter, every two years. The Charter provision also provides that salaries so established by the Commission shall not exceed one hundred ten percent (110%) of the previous figure. City Code Section 2.20.015 requires the Commission to set the City Clerk’s compensation on July 1, 2019, and every two years thereafter.

**DISCUSSION**

At the January 30, 2019 meeting, the Commission reviewed various survey and informational items. Subsequently, it was discovered there was an error on the City Clerk survey for the City of Antioch. A corrected survey is provided for the Commission’s review and information.

**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)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

**FISCAL IMPACT**

This report provides the Commission with updated information. There is no fiscal impact.

**COORDINATION**

This report has been coordinated with the City Attorney’s Office and the Finance Department.

**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](mailto:clerk@santaclaraca.gov) or at the public information desk at any City of Santa Clara public library.

### **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.

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

Approved by: Nadine Nader, Assistant City Manager

### **ATTACHMENTS**

1. City Clerk Salary Survey (Corrected)