

City Council Meeting: March 10, 2020
Agenda Item: 3.M

To: Mayor and City Council
From: Lori Gentles, Chief People Officer, Human Resources Department
Subject: Adoption of Salary Resolution and Side Letter

Recommended Action

Staff recommends that the City Council:

1. Adopt the attached Resolution authorizing the City Manager to execute a side letter of agreement to amend the Management Team Association (MTA) Memorandum of Understanding (MOU); and
2. Adopt the attached Resolution to modify the salary rate for the Mobility Manager.

Summary

Compensation for the City's more than 600 job classifications is periodically adjusted, usually in conjunction with the budget process. The Human Resources Department is requesting two minor changes as part of prior re-organizations: a supplemental salary differential for the position of Chief Operations Officer in the Public Works Department and a change in salary for Mobility Manager in the Planning and Community Development. Staff recommends the supplemental salary differential for Chief Operating Officer – Airport Director be provided to provide compensation commensurate with what the incumbent would have received had the base salary been increased in December 2019 rather than at the February 25, 2020, Council meeting. Staff also recommends adjusting the salary of the Mobility Manager classification in the Planning and Community Development Department from \$13,722 to \$15,139 to provide for appropriate internal alignment within the new organizational structure.

Discussion

The Public Works Department recommends a side letter agreement with the Management Team Association (MTA) providing for a supplemental salary differential for the position of Chief Operations Officer-Airport Director. Ongoing discussions with the Public Works Department regarding the salary for the Chief Operations Officer-

Airport Director concluded as of December 22, 2019, at which time it was determined that a 3% increase to the salary range, retroactive back to December 22, 2019, for the subject classification would be presented to Council in 2020. Because Article IX, Section 10 of the California Constitution prohibits retroactive adjustments to salary, the salary differential was identified as a remedy to address the situation.

Per the side letter agreement, the classification shall receive a supplemental salary differential of 3% in addition to the classification's base salary for the period of December 22, 2019, through the end of the pay period following City Council adoption of the new salary schedule for the Chief Operations Officer-Airport Director classification. The City Council approved the new salary rate for the Chief Operations Officer-Airport Director at its February 25, 2020, meeting.

The Planning and Community Development Department has requested a change in the salary for Mobility Manager as they believe the salary was changed in error when Council took action to reduce the salary from \$15,193/month to \$13,319/month (currently \$13,722/month) on November 27, 2018. Human Resources staff has reviewed the request and proposes a salary reallocation to \$15,348/month, in consideration of internal alignment, which is lower than what the salary would be now (\$15,652/month) had it not been reduced in 2018.

Results from an external market salary study indicate that the City's base compensation for Mobility Manager is currently aligned with the seventy-first percentile of the external market. The median of the surveyed market is \$13,306/month. While the external market salary data indicates that Mobility Manager is competitively compensated, the salary should be increased to address an internal alignment issue resulting from a recent reorganization within the department in which the position of City Traffic Engineer (\$14,618/month) is now reporting to the Mobility Manager. The classification of City Traffic Engineer is currently compensated at a higher rate than Mobility Manager.

The proposed salary adjustment to \$15,348/month provides for a five percent increase over City Traffic Engineer, thereby addressing the internal alignment issue. The

Assistant Director PCD/Chief Mobility Officer (\$16,384/month) to which this person will report is compensated 6.7 percent higher than the proposed salary for Mobility Manager.

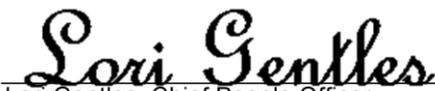
Financial Impacts and Budget Actions

The total cost of the proposed changes to the MTA MOU is approximately \$6,500 in FY 2019-20 and \$21,500 in FY 2020-21. Appropriations will be included in the FY 2019-20 Year-End Budget for Council approval.

Prepared By: Sasha Sargent, Executive Administrative Assistant

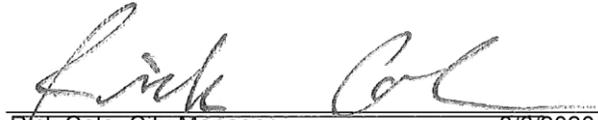
Approved

Forwarded to Council



Lori Gentles, Chief People Officer

3/5/2020



Rick Cole, City Manager

3/6/2020

Attachments:

- A. MTA Airport Director Side Letter FINAL
- B. HR - Resolution - Salary Mobility Manager - 03.10.2020
- C. HR - Resolution - Salary Differential Chief Operations Officer-Airport Director - 03.10.2020