



CITY COUNCIL AGENDA REPORT

MEETING DATE: October 17, 2006

ITEM NUMBER:

SUBJECT: SALARY ADJUSTMENTS FOR SWORN EXECUTIVE CLASSIFICATIONS

DATE: October 5, 2006

FROM: ADMINISTRATIVE SERVICES DEPARTMENT/HUMAN RESOURCES DIVISION

PRESENTATION BY: TERRI L. CASSIDY, HUMAN RESOURCES MANAGER

FOR FURTHER INFORMATION CONTACT: TERRI L. CASSIDY, AT (714) 754-5115

RECOMMENDATION:

1. Adopt Resolution Number 06 - ____ (Attachment I) which implements salary range adjustments for executive sworn (public safety) job classifications attached.
2. Approve Budget Adjustment BA 07-032 (Attachment II) for \$63,981 to appropriate funds for the above-listed salary adjustments.

BACKGROUND:

The City has applied the same compensation methodology as established under Council Policy 300-7 *Adjustments to Employee Compensation* in determining new salary ranges for executive sworn classifications. This methodology was most recently utilized and approved by the City Council to establish salary adjustments for the Costa Mesa Firefighters Association (CMFA), Costa Mesa Police Association (CMPA) and Costa Mesa Police Management Association (CMPMA). The reason this recommendation includes only sworn executives is due to the fact that the salary and benefits (total compensation) recommendations have not been finalized for non-sworn executives, however, a proposed salary resolution for non-sworn executives will be presented to the City Council in the near future.

ANALYSIS:

The adjustment of the ranges does not automatically increase the salaries for the executives in those classifications. The adopted resolution provides the City Manager with the ability to grant salary adjustments only to executive managers who are deserving based upon their evaluated performance. This will be done only upon certification by the executive's supervisor that confirms continued meritorious service in tandem with performance. Those executives who have not had continuous meritorious service this last year will not receive a salary adjustment.

The attached salary resolution includes a reallocation of Fire Division Chief/Fire Marshal classification from a non-sworn designation to a sworn designation. Also, in keeping with industry/market standards regarding compensation, the salary resolution reflects a 2.5%

salary differential between Police Chief and Fire Chief. This differential is also an indirect result of the recent Chief of Police recruitment and addresses future organizational needs. Additionally, Section 5 of the resolution addresses new overtime provisions for Battalion Chiefs. In accordance with changes to the Fair Labor Standards Act (FLSA), Battalion Chiefs will now be eligible for overtime under the conditions set forth within Section 5.

ALTERNATIVES CONSIDERED:

No other alternatives were considered because the recommendations are consistent with Council Policy 300-7 and the established Executive Compensation Plan.

FISCAL REVIEW:

The attached budget adjustment BA 07-032 appropriates \$63,981 from Undesignated Fund Balance in the General Fund to fund the market salary adjustments retroactive to August 20, 2006. The estimated annual budget impact of these adjustments is \$46,804 in salaries and \$17,177 in related benefits.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Resolutions.

CONCLUSION:

Staff recommends that the Council adopt the attached resolution that implements annual sworn executive salary range adjustments retroactive to August 20th, 2006.

TERRI L. CASSIDY
Human Resources Manager

STEPHEN N. MANDOKI
Director of Administrative Services

MARC R. PUCKETT
Director of Finance

DISTRIBUTION: City Manager
Assistant City Manager
City Attorney
Finance Director
City Clerk

ATTACHMENTS: I [Salary Resolution 06 - Sworn Executive](#)
II [Budget Adjustment 07-032](#)

Salary Adjustments Staff Report

October 5, 2006

2 p.m.