

CITY OF YUBA CITY
STAFF REPORT

Date: August 19, 2008
To: Honorable Mayor and Members of the City Council
From: City Manager & Human Resources Department
Presentation By: Steven R. Jepsen, City Manager

Summary

Subject: Public Works Director/City Engineer and Director of Finance Salary Range Adjustments

Recommendation: Adopt a resolution authorizing the Director of Finance to amend the salary schedule to reflect a five (5) percent salary adjustment for the Public Works Director/City Engineer and Director of Finance classifications.

Fiscal Impact: None to the Finance Department's salaries and benefits budget. \$10,191 supplemental appropriation to salary and benefits per year to the Public Works Department's salaries and benefits budget.

Background:

The City gathers and compares salary information periodically to ensure the employee salaries remain competitive with our agreed upon survey cities and that internal alignment within the organization is adjusted accordingly. Based on the information obtained, staff then makes a recommendation to the City Council for amending the salary schedule in order to maintain external competitiveness and internal alignment.

Analysis:

Staff has reviewed the market data and the internal alignment as it relates to the Public Works Director/City Engineer and the Director of Finance. Based on staff's review, it was noted that the Public Works Director/City Engineer's salary range should be adjusted because of the engineering licensing requirements of the position and significant responsibility for not only engineering but public works, parks and electrical maintenance. It should also be noted that in most organizations, the Public Works Director/City Engineer is typically one of the higher paid directors due to the scope of responsibilities. Therefore, staff is recommending that an adjustment to the top salary range which would increase the maximum salary by five (5) percent.

Staff is also recommending an adjustment for the top salary range for the position of Director of Finance of five (5) percent. The recommendation is based on a combination of market data and an

adjustment to the internal alignment of the directors' classifications, again, based on the scope of responsibility.

Fiscal Impact:

None to the Finance Department's salaries and benefits budget. \$10,191 supplemental appropriation to salary and benefits per year to the Public Works Department's salaries and benefits budget.

Alternatives:

Do not amend the salary schedule reflecting the increased salary ranges for the Public Works Director/City Engineer and the Director of Finance.

Recommendation:

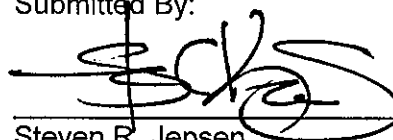
Adopt a resolution authorizing the Director of Finance to amend the salary schedule to reflect a five (5) percent salary adjustment for the Public Works Director/City Engineer and Director of Finance classifications.

Prepared By:



Susan Pearson
Human Resources Director

Submitted By:



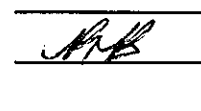
Steven R. Jepsen
City Manager

Reviewed By:

Department Head

Finance

City Attorney



RESOLUTION NO. 08-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY AUTHORIZING
THE DIRECTOR OF FINANCE TO AMEND THE SALARY SCHEDULE FOR THE
PUBLIC WORKS DIRECTOR/CITY ENGINEER AND DIRECTOR OF FINANCE**

BE IT RESOLVED, by the City Council of the City of Yuba City as follows:

WHEREAS, the City has reviewed market data and internal alignment as it relates to the Public Works Director/City Engineer and the Director of Finance and a change in the salary schedule would be appropriate.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Yuba City as follows:

SECTION I.

The salary schedule shall reflect the following salary adjustments to the Public Works Director/City Engineer and the Director of Finance:

FROM:

<u>JCN</u>	<u>TITLE</u>	<u>First Step</u>	<u>Top Step</u>			
8020	Director of Finance	\$9,632	\$11,707			
8090	Public Works Director/City Engineer	<u>1</u> \$10,302	<u>2</u> \$10,817	<u>3</u> \$11,358	<u>4</u> \$11,926	<u>5</u> \$12,523

TO:

<u>JCN</u>	<u>TITLE</u>	<u>First Step</u>	<u>Top Step</u>
8020	Director of Finance	\$9,632	\$12,307
8090	Public Works Director/City Engineer	\$10,302	\$13,149

SECTION II.

The Director of Finance is hereby authorized to amend the salary schedule to reflect the adjustments and make the necessary supplemental appropriations to Public Works Department's salaries and benefits budget.

The forgoing Resolution of the City Council of the City of Yuba City was duly introduced, passed and adopted at a regular meeting thereof held on the 19th day of August 2008.

AYES:

NOES:

ABSENT:

ATTEST:

Rory Ramirez, Mayor

Terrel Locke, City Clerk