

CITY OF YUBA CITY  
STAFF REPORT

**Date:** October 7, 2008  
**To:** Honorable Mayor and Members of the City Council  
**From:** Human Resources Department  
**Presentation By:** Steven R. Jepsen, City Manager

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**Summary**

**Subject:** Public Works Superintendent Salary Range Adjustment

**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 Superintendent classification retroactive to July 1, 2008.

**Fiscal Impact:** \$6,295 supplemental appropriation to salary and benefits in the amount of \$3,401 per year from the general fund (3130-61210-\$1,447, 3150-61210-\$507, 5115-61210-\$1,447) and \$2,894 per year from the enterprise funds (7110-61210-\$1,447, 8110-61210-\$1,447).

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**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 Superintendent. Based on staff's review, it was noted that the Public Works Superintendent's salary range is almost fourteen (14) percent below median. Staff's goal has been to maintain salaries within five (5) percent below median. In light of this position being more than five (5) percent below median and in recognition of the significant increase in responsibility for public works, parks and electrical maintenance the range should be adjusted. It should be noted that when the previous Public Works Superintendent resigned, Parks Maintenance was transferred to the Public Works Division. Therefore, the Public Works Superintendent's supervisory and management responsibility now includes oversight of Parks, Public Works and Electrical maintenance duties. Staff is recommending an adjustment to the salary range which would increase the maximum salary by five (5) percent retroactive to July 1, 2008 and another five (5) percent adjustment effective with the pay

period including July 1, 2009.

**Fiscal Impact:**

\$6,295 supplemental appropriation to salary and benefits in the amount of \$3,401 per year from the general fund (3130-61210-\$1,447, 3150-61210-\$507, 5115-61210-\$1,447) and \$2,894 per year from the enterprise funds (7110-61210-\$1,447, 8110-61210-\$1,447).

**Alternatives:**

Do not amend the salary schedule reflecting the increased salary range for the Public Works Superintendent.

**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 Superintendent classification effective July 1, 2008.

Prepared By:



Susan Pearson  
Human Resources Director

Submitted To Council By:



Steven R. Jepsen  
City Manager

Reviewed By:

Finance

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City Attorney

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**RESOLUTION NO. 08-**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY  
AUTHORIZING THE DIRECTOR OF FINANCE TO AMEND THE SALARY SCHEDULE  
TO REFLECT A FIVE (5) PERCENT SALARY ADJUSTMENT FOR THE PUBLIC  
WORKS SUPERINTENDENT CLASSIFICATION RETROACTIVE TO JULY 1, 2008**

WHEREAS, the City has reviewed market data and internal alignment as it relates to the Public Works Superintendent 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 Superintendent:

**FROM:**

<u>JCN</u>	<u>TITLE</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
7090	Public Works Superintendent	\$6,403	\$6,723	\$7,059	\$7,412	\$7,783

**TO:**

<u>JCN</u>	<u>TITLE</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
7090	Public Works Superintendent	\$6,723	\$7,059	\$7,412	\$7,783	\$8,172

**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 7th day of October 2008.

AYES:

NOES:

ABSENT:

ATTEST:

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Rory Ramirez, Mayor

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Terrel Locke, City Clerk