



ADMINISTRATIVE SERVICES DEPARTMENT

CITY HALL

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CITY COUNCIL STAFF REPORT

Meeting: November 7, 2017

Subject

Approve the second amendment to Employment Contract for the City Attorney and amend the Appointed Employees' Compensation Program.

Recommended Action

Adopt Resolution No. 17-_____, approving the second amendment to the employment contract for the City Attorney and authorizing the Mayor to execute the contract; and Adopt Resolution No. 17-_____, amending the Appointed Employees' Compensation Program to reflect changes in compensation for the City Attorney.

Discussion

The City Council conducted its annual evaluation of the City Attorney on September 6, 2017. Consistent with the City's total compensation survey the City Council desires to adjust the City Attorney's compensation as follows:

The monthly base salary of the City Attorney shall be increased from \$19,218.38 to \$20,511.00 representing at 5.93% increase and,

The new \$20,511.00 monthly based salary combined with the additional monthly management leave cash payment of \$789.00 results in new monthly base salary plus other cash total of \$21,300.00.

The amended Employment Contract is submitted for Council approval with an effective date of September 6, 2017.

Staff also proposes to amend the Appointed Employees' Compensation Program to reflect the increase in monthly salary.

Fiscal Impact

Approval of the above will increase the FY 2017-18 budget appropriations by \$14,782 in salary and benefits.

Prepared by: Karen Bernard-Guerin, Senior Management Analyst

Reviewed by: Kristina Alfaro, Director of Administrative Services and Dania Torres Wong, Renee Sloan Holtzman Sakai, LLP

Approved by: David Brandt, City Manager

Attachments:

- A - Draft Resolution approving the Second Amendment to the Employment Contract
- B - Draft Resolution amending the Appointed Employees' Compensation Program
- C - Appointed Employees' Compensation Program - Redlined
- D - Appointed Employees' Compensation Program – Clean
- E - Second Amendment to the Employment Contract – Redlined
- F - Second Amendment to the Employment Contract – Clean