

REPORT

To the Honorable Mayor and City Council
From the City Manager

September 25, 2006

Subject

Resolution amending the salary ranges for positions in Executive Management.

Recommendation

It is recommended that Council amend the salary range for classifications in Executive Management.

Background

In April 2000, the Council's Personnel Sub-Committee approved a new compensation program for Department Heads in the Executive Management Group. The new compensation program requires that the salary range for each Department Head classification is established by using the lowest and highest salary for each position within our group of comparable cities.

In an effort to create a stronger executive management team and remove the difficulties of managing a two-tiered system, on December 14, 2004, the Council Personnel Sub-Committee decided to establish one salary setting policy. This policy set the salary range for Division Heads based on the same criteria as the Department Heads, using the lowest and highest salary for each position within our group of comparable cities. The salary ranges for Division Managers in the Executive Management Group are set by the department head with approval of the City Manager.

The market survey for 2006 was conducted by internal HR staff and has been reviewed by the executive management group. The new salary ranges effective July 1, 2006 are attached.

Alternative

The alternative would be to retain the current salary ranges.

Fiscal Impact

Criteria for setting Executive Management salary increases for Department Heads and Division Managers are ultimately determined by the City Manager annually. There is no guaranteed increase and therefore, salary adjustments are not known at this time but in no event will they exceed the stated top range.



Bob Bell
HR Director



Ed Everett
City Manager

Attachments

Salary and Ranges for Executive Management Classifications 07/01/06
Resolution

City of Redwood City
Salary Ranges for Executive Management Classifications
Effective July 1, 2006

MARKET SURVEY DATA SUMMARY FOR DEPARTMENT HEADS

REDWOOD CITY BENCHMARK CLASS	LOW SALARY	HIGH SALARY
Assistant to the City Manager	\$7,438	\$10,638
Community Development Director	\$11,890	\$14,480
Finance Director	\$11,064	\$14,700
Fire Chief	\$12,451	\$14,259
Human Resources Director	\$10,846	\$14,059
Library Director	\$10,846	\$14,059
Parks, Recreation and Community Services Director	\$10,846	\$14,059
Police Chief	\$12,643	\$15,465
Public Works Services Director	\$12,137	\$14,915

MARKET SURVEY DATA SUMMARY FOR DIVISION MANAGERS

REDWOOD CITY BENCHMARK CLASS	LOW SALARY	HIGH SALARY
Assistant City Attorney	\$9,845	\$12,029
CDS Manager – Building & Inspection	\$8,953	\$10,638
CDS Manager – Engineering & Construction	\$9,479	\$11,914
CDS Manager – Planning Manager	\$8,574	\$10,638
CDS Manager – Redevelopment Manager	\$8,574	\$10,050
Financial Services Manager	\$8,181	\$10,156
Information Technology Manager	\$9,488	\$11,387
Police Captain	\$10,892	\$12,179

RESOLUTION NO. _____

RESOLUTION ADOPTING SALARY AND RELATED COMPENSATION PLANS FOR POSITIONS OF EMPLOYMENT WITH THE CITY OF REDWOOD CITY INCLUDED IN THE EXECUTIVE MANAGEMENT CLASSIFICATIONS; RESCINDING RESOLUTION NO. 14669; AND RESCINDING ANY AND ALL RESOLUTIONS HAVING AN OPERATIVE DATE PRIOR TO JULY 1, 2005, WHEREIN THE SUBJECT MATTER IS THE SAME OR SIMILAR IN TITLE AND/OR SUBJECT TO RESOLUTIONS 14669

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF REDWOOD CITY AS FOLLOWS:

1. The monthly salary rates are hereby established for positions included in the Executive Management classifications of the City of Redwood City as set forth in Exhibit "A," attached hereto and by this reference incorporated herein, effective July 1, 2006.

2. Persons appointed on a part-time basis to positions in the employment classifications designated in Exhibit A hereof shall be compensated on an hourly basis in accordance with the salary rates set forth in Exhibit A for the respective positions of employment.

3. Resolution No. 14669 entitled, "Resolution Establishing and Adopting Salary and Related Compensation Plans for Positions of Employment with the City of Redwood City Included in the Executive Management Classifications, Rescinding Resolution Nos. 14472 and 13877; and Rescinding Any And All Resolutions Having An Operative Date Prior to May 8, 2000, Wherein the Subject Matter is the Same or Similar In Title and/or Subject to Resolutions 14472 and 13877," bearing an operative date of July 1, 2005, and any and all resolutions having an operative date prior to July 1, 2005, wherein the subject matter is the same or similar in title and/or subject to Resolutions 14669 are hereby rescinded.

4. This Resolution shall be effective upon the date of its adoption; provided, however, that the salary rates set forth in Exhibit A shall be operative retroactively from and after July 1, 2006.

* * *