

Agenda Report

DATE: August 04, 2003

TO: City Council

FROM: City Manager

RE: Adoption of a Resolution Amending the Salary Resolution Relating to Salaries and Benefits for the Various Unrepresented Management Classifications

RECOMMENDATION:

It is recommended that the City Council:

Adopt the attached Resolution amending the Salary Resolution to accomplish the following:

1. Provide an adjustment of 4% to the salary control rates effective April 7, 2003 for various non-represented classifications in the Management Top, Middle, and Professional groups as noted in the attached; and,
2. Increase Employee Option Benefit Fund (EOBF) contributions to \$673.95 per employee per month, effective January 1, 2003; and,
3. Provide for holiday pay on a pro-rata basis for part-time employees working 20 or more hours a week (e.g., employees working 20 hours per week shall receive 50% of full-time leave accruals).

BACKGROUND:

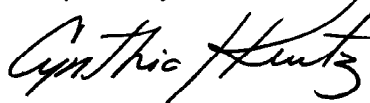
The classifications in the Salary Resolution are those which are not represented by a union, but whose titles and compensation are established by Resolution of the City Council. The management-level classifications designated in the Salary Resolution are grouped into the categories of Management Top, Middle, and Professional. The proposed Resolution amending the Salary Resolution will adjust salaries and benefits for 28 Unrepresented Classifications.

1. Salary Adjustments: Of the 28 Classifications recommended for salary adjustments, 9 are Management-Non Rep Top, 7 are Management-Non Rep Middle, and 12 are Management-Non Rep Professional. An increase of 4% to the Control Rate is recommended effective April 7, 2003. This salary adjustment is based on recent market surveys and/or internal salary relationships. The adjustment will be applied to the salary ranges; individual salary adjustments will be based on performance. No individual salary adjustment will be made where a "Needs Improvement" evaluation exists.
2. Benefit Adjustments: For Professional and Middle Management, increase from \$619.84 to \$673.95 per employee per month. For Top Management, increase from \$669.84 to \$673.95 per employee per month.

FISCAL IMPACT:

The maximum FY 2004 cost of the changes outlined above is estimated to be approximately \$250,350, including related benefits costs. Funds for salary and benefits adjustments have been included in the approved FY 2004 Operating Budget.

Respectfully Submitted,



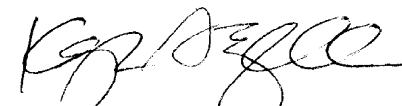
CYNTHIA J. KURTZ,
City Manager

Prepared By:



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Approved By:



KARYN S. EZELL
Director of Human Resources