



DATE: October 26, 2021

CATEGORY: New Business

DEPT.: City Council

TITLE: **Compensation for Council Appointees**

RECOMMENDATION

Adopt a Resolution of the City Council of the City of Mountain View Approving Annual Compensation Increase for the City Manager and Adopting a Revised Salary Plan, to be read in title only, further reading waived (Attachment 1 to the Council report).

BACKGROUND

Compensation for City employees may be adjusted through cost of living adjustments (COLAs), which are typically established in labor agreements negotiated with the City's employee groups; merit or step increases, which are provided, as appropriate, through individual annual performance evaluations; and equity adjustments, which are based on labor market conditions for specific job classifications. For the three City officials appointed by the City Council (City Attorney, City Clerk, and City Manager), the City Council conducts an annual evaluation and determines appropriate compensation adjustments for adoption at a Regular Meeting of the City Council.

Per Council Policy D-9, Council Appointee Communications and Performance Evaluation Process, on June 22, 2021, the City Council approved a 3% cost-of-living (COLA) adjustment and lump-sum payment for the City Attorney, City Clerk, and City Manager consistent with what was approved for the City's department heads.

ANALYSIS

The 2021 Council appointee performance evaluation process included review of Fiscal Year 2020-21 accomplishments, historical salary adjustments for the Council appointees, the current salary levels of the Council appointees' direct reports, and a comparison survey of compensation in other cities. Through this process, the City Council recommends a 5% merit increase for the City Manager. Consistent with the timing of merit increases provided to the City's other employee groups, this compensation

adjustment will be retroactive to June 27, 2021. Retroactive compensation is necessary each fiscal year since the annual schedule for the Council appointee evaluation process routinely takes place after the close of the fiscal year.

Additional compensation was not considered at this time for the City Clerk due to her start date with the City in the last quarter of the fiscal year under review.

Prior to the annual performance evaluation meetings, City Attorney Krishan Chopra announced he will be retiring in December 2021. Due to his upcoming retirement, the City Attorney did not participate in this evaluation process.

FISCAL IMPACT

There is sufficient funding for the salary increase available in the Fiscal Year 2021-22 Operating Budget.

ALTERNATIVES

Provide alternative direction to staff regarding compensation for Council appointees.

PUBLIC NOTICING – Agenda posting.

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Attachment: 1. Resolution