

RESOLUTION NO. 2023-124

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA APPROVING
CORRECTIONS TO THE EXECUTIVE DIRECTORS SALARY ADJUSTMENTS

WHEREAS, on November 7th, 2023, the City Council approved salary changes and a Memorandum of Understanding (MOU) with the Marina Directors; and,

WHEREAS, during processing of salary changes staff identified errors in the calculations and corrections are necessary; and,

WHEREAS, Government Code section 54953(c)(3) requires that, before taking final action, the City must orally report a summary of the recommendation regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of local agency executives; and,

WHEREAS, the fiscal impact of the correction has decreased the cost to the City; and,

WHEREAS all other terms of the Memorandum of Understanding remain unchanged;

WHEREAS, on November 21, 2023, the City Council received an oral report on the corrections to executive compensation and approved the changes.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina do hereby:

1. Approve the correction to Executive Directors salary adjustments,
2. Authorizing adjustments to the City's Salary Schedule and Compensation Plan; and,
3. Authorizing Finance Director to make appropriate accounting and budgetary corrections.

PASSED AND ADOPTED, by the City Council of the City of Marina at a regular meeting duly held on the 21st day of November 2023, by the following vote:

AYES: COUNCIL MEMBERS: Visscher, McCarthy, Biala, Medina Dirksen, Delgado

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

Exhibit A

Director Salary Broadband Effective 7/4/2023

Table 1. Director's Monthly Broadband Salary Range

<u>Position</u>	<u>Monthly Broadband Range</u> <u>(with 4 % COLA approved 11/7/2023)</u>
Assistant City Manager Community Development Director Finance Director Fire Chief Police Chief Recreation & Cultural Services Director Public Works Director Human Resources and Risk Management Director	\$11,622 - \$19,843

Table 2. 2022/23 Executive Compensation Summary

Salary Table*

<u>Position</u>	<u>Monthly Salary</u>
Assistant City Manager	\$17,984.84
Community Development Director	\$16,028.24*
Finance Director	\$14,733.23
Fire Chief	\$17,743.65*
Police Chief	vacant
Recreation & Cultural Services Director	\$14,733.23
Human Resources & Risk Management Director	\$14,733.23
Public Works Director	\$16,556.05*

***Corrected Salary**

Due to potential rounding errors actual published salary schedule may differ slightly

November 21, 2023

Item No. **13a**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of November 21, 2023

**APPROVAL OF CORRECTIONS TO THE EXECUTIVE DIRECTORS
SALARY ADJUSTMENTS**

REQUEST:

It is recommended that the City Council consider:

1. Adopting Resolution No. 2023- approving a correction to Executive Directors salary adjustments,
2. Authorizing adjustments to the City's Salary Schedule and Compensation Plan; and,
3. Authorizing Finance Director to make appropriate accounting and budgetary corrections.

BACKGROUND:

At the last Council meeting on November 7th, 2023, the City Council approved a Memorandum of Understanding (MOU) with the Marina Directors that included salary increases. New proposed salaries were listed in the staff report and were reported orally to the Council. In processing the personnel action forms, staff identified an error in the calculation. Payroll data included an amount listed as Certification Pay, however the amount was for Cafeteria Plan Allowance related to health benefits and should not have been included in calculating salary.

ANALYSIS:

Staff is requesting approval to make the necessary corrections to the Marina Directors salary schedule to reflect actual salaries. Attached as "**EXHIBIT A**" is the amended Director's Salary Schedule.

The previously approved 2023 cost of living increase for the Marina Directors MOU of 4% has not changed. Changes reflect only the corrections to calculations for 3 executive positions (Director of Public Works, Community Development Director and Fire Chief.

The proposed corrections align with the City Council focus and commitment to accuracy and transparency.

Executive Compensation Changes

Government Code section 54953(c)(3) requires that, before taking final action, the City must orally report a summary of the recommendation regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of local agency executives. Below in Table 1 is a list of employees who constitute local agency executives in the Marina Directors group.

Table 1. Executive Compensation Salary Range

<u>Position</u>	<u>Monthly Broadband Range</u> <u>(with 4 % COLA approved 11/7/2023)</u>
Assistant City Manager Community Development Director Finance Director Fire Chief Police Chief Recreation & Cultural Services Director Public Works Director Human Resources and Risk Management Director	\$11,622 - \$19,843

Executive Compensation Changes

Government Code section 54953(c)(3) requires that the City provide an oral report in regard to the proposed executive salary and compensation adjustments. This report will be provided during the City Council meeting and will be consistent with Table 1 below.

Executive Compensation Summary

The Marina Directors group corrected actual salaries as a result of the above compensation changes are summarized in Table 2 below.

Table 2. Corrected Executive Compensation Summary

<u>Position</u>	<u>Previously Stated Monthly Salary</u>	<u>Corrected Monthly Salary</u>
Community Development Director	\$16,626.72	\$16,028.24
Fire Chief	\$17,972.58	\$17,743.65
Public Works Director	\$16,577.68	\$16,556.05

***Due to potential rounding errors actual published salary schedule may differ slightly**

FISCAL IMPACT

The fiscal impact of the correction has decreased the cost to the City from the previously stated amount by -\$10,200. The previously stated cost was listed as \$52,000 annually. According to the corrections, the proposed cost for the group is approximately \$41,800 annually.

CONCLUSION:

This request is submitted for City Council consideration and approval.

Respectfully submitted,

Belinda Varela, Director
Human Resources & Risk Management
City of Marina

REVIEWED/CONCUR:

Layne Long
City Manager
City of Marina