



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jennifer Schembri

SUBJECT: Amendment to the City Pay Plan for
Director of Retirement Services

DATE: June 25, 2018

Approved

Date

6/25/18

REASON FOR SUPPLEMENTAL

This supplemental memo provides additional information the City Administration would like the City Council to take into consideration while considering the recommended salary adjustments.

BACKGROUND

The retirement boards retained Koff and Associates to conduct a total compensation survey for the Director of Retirement Services classification. Based on this survey, the retirement boards recommended that the new annual salary range should be \$192,000 - \$272,000.

ANALYSIS

It appears that the retirement boards approved the above salary range for the Director of Retirement Services without considering the five percent (5%) non-pensionable wage increase that the majority of City employees will receive on July 1, 2018. The retirement boards also approved applying this 5% non-pensionable wage increase to the Director of Retirement Services' salary, effective for July 1, 2018. In addition, it does not appear Koff and Associates took into account the 5% non-pensionable wage increase in their total compensation survey. The City Administration requests that the City Council take this information into account when considering the recommendation from the retirement boards as it is important to maintain consistency throughout the organization with how the 5% non-pensionable increase will be handled as part of compensation.

Jennifer Schembri
Director of Employee Relations

For questions, please contact Jennifer Schembri, at (408) 535-8150.