



Memorandum

TO: CITY COUNCIL
FROM: Mayor Sam Liccardo
SUBJECT: CITY AUDITOR
APPOINTMENT, MERIT
INCREASES, ADDITIONAL
EXECUTIVE LEAVE AND
AMENDING THE CITY OF
SAN JOSE PAY PLAN
DATE: June 16, 2021

Approved:

Date:

June 21, 2021

RECOMMENDATION

Adopt a resolution:

- A. Reappointing Joe Rois as City Auditor and approving compensation for services as City Auditor for a term beginning July 1, 2021 and ending June 30, 2025;
- B. Approving a 2.5% merit increase for the City Auditor effective July 1, 2020, and amending the City of San Jose Pay Plan, if necessary;
- C. Granting an additional forty (40) hours of executive leave to the City Auditor for the payroll calendar year 2021;
- D. Approving a salary adjustment increase to an annual salary of \$210,000 for the City Auditor effective July 1, 2021, and amending the City of San Jose Pay Plan, if necessary. In addition to this salary, the City Auditor will receive an approximate five percent (5%) ongoing non-pensionable pay for a total annual salary of approximately \$220,500, effective July 1, 2021;
- E. Granting an additional forty (40) hours of executive leave to the City Auditor for the payroll calendar year 2022; and
- F. Amending the City of San Jose Pay Plan to increase the salary range for the position of City Auditor to \$145,117 to \$240,000 annually, effective July 1, 2021;

BACKGROUND

Pursuant to City Charter Section 805, the City Auditor shall be appointed by the Council after the expiration of the latest incumbent’s term of office. Each such appointment shall be for a term ending four (4) years from and after the date of expiration of the immediately preceding term; provided, that if a vacancy should occur in such office before the expiration of the former incumbent’s terms, the Council shall appoint a successor to serve only for the remainder of said former incumbent’s term. The former City Auditor retired on March 29, 2019, which created a vacancy during the City Auditor’s four-year term of July 1, 2017 – June 30, 2021. Pursuant to Section 805, the appointment of Joseph Rois was for the remainder of the former incumbent’s term, which expires June 30, 2021. The four-year term of Joe Rois will be from July 1, 2021 - June 30, 2025.

Council Appointees are subject to annual performance reviews by the City Council and the Council must approve merit increases for Council Appointees based on job performance. Based on Joe Rois’ favorable annual performance review, I recommend the following consistent with the process we’ve implemented for Unit 99 performance evaluations under the MPP-program: approve a 2.5% merit increase for the City Auditor effective July 1, 2020, and amending the City of San Jose Pay Plan, if necessary, and an additional forty (40) hours of executive leave for the calendar year 2021, and an additional forty (40) hours of executive leave for the calendar year 2022.

Adoption of this resolution and authorization to approve compensation changes will result in a salary and merit increase and additional executive leave for the City Auditor for the performance review period of July 1, 2019 through June 30, 2020 and for the performance review period of July 1, 2020 through June 30, 2021, as applicable.

The City Auditor’s salary has a direct impact on the salary levels of the other senior auditors on his staff, and so affects the office’s ability to attract and retain highly skilled and experienced auditors that will be the supervisors and key decision makers for the office. Our ability to remain competitive in salary with other cities will be crucial in attracting and keeping top talent.

A simple salary survey conducted by the City of San Diego readily reveals that the current City Auditor salary— \$184,862, plus a 5% non-pensionable supplement, for a total of \$194,105—lies below that of several comparable large cities. With a city of 1.1 million people and the County’s largest police force, an international airport, a regional water pollution plant, a library system with 24 branches, and some 200 neighborhood and regional parks, the City Auditor helps strengthen public accountability and improve efficiency and effectiveness. Here is a snapshot of a few comparable large cities:

<u>Jurisdiction</u>	<u>Base Salary</u>
San Francisco	\$183,157
Long Beach	\$232,524
San Diego	\$215,000

Honorable Mayor and City Council

June 15, 2021

Subject: City Auditor Appointment and Compensation Package

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With the proposed base salary increase and the non-pensionable amount, the City Auditor's salary would reach just over \$220,500, an amount closer to several comparable jurisdictions and more competitive than previously.

The current annual compensation range for City Auditor is \$145,117 to \$221,749. With the proposed base salary increase effective July 1, 2021, the annual City Auditor salary compensation range cap should be increased as well to allow for future annual performance merit increases. The proposed annual compensation range for the position of City Auditor, effective July 1, 2021, should be adjusted to \$145,117 to \$240,000, after the merit increases described above.

These actions will be absorbed by the Council Appointee Office budget.