

RESOLUTION NO. 207686 APR 5 1973

RESOLUTION AMENDING COUNCIL POLICY NO. 300-1
REGARDING SALARY SETTING POLICY.

BE IT RESOLVED, by the Council of The City of San Diego
as follows:

That Council Policy No. 300-1, dated January 16, 1973,
regarding SALARY SETTING POLICY, be and the same is hereby
amended to read as set forth in the form of Council Policy
filed in the office of the City Clerk as Document No. 743158

BE IT FURTHER RESOLVED, that the City Clerk is hereby
instructed to add the aforesaid to the Council Policy Manual.

APPROVED: JOHN W. WITT, City Attorney

By Jack Katz
Jack Katz, Chief Deputy

JK:K

4-2-73

COUNCIL POLICY

SALARY SETTING POLICY

RECEIVED
CITY CLERK'S OFFICE
No. 30073 APR - Page 4: 18
SAN DIEGO, CALIF.

BACKGROUND

Pursuant to Sections 70 and 130 of the Charter, and acting within the spirit of the Meyers-Miliias-Brown Act, the City Council adopts an annual Salary Ordinance, after meeting and conferring has taken place between the City's Management Team and representatives of recognized employee organizations, and after receiving a recommended schedule of compensation from the Civil Service Commission.

A formal policy on this subject is important for the guidance of the City Council, its Management Team, the Civil Service Commission, and recognized employee organizations.

In a relatively stable economy, it would be a desirable policy for the City of San Diego to seek to provide compensation to its employees that would rank as generally among the best provided in comparison with that provided by other appropriate Southern California public agencies and/or by the private sector locally.

However, given the pattern of inflationary, steadily increasing compensation that has marked recent years, it is necessary in times of instability and inflation that the Council consider not only employee need but the taxpayers' ability to pay in determining a fair measure of compensation.

PURPOSE

To establish guidelines of procedures and sequential steps to be followed by the Council, Commission, recognized employee organizations, and the Management Team in developing information and agreements to be used by

the Civil Service Commission in preparing, for Council action, a recommended Schedule of Compensation for officers and employees of the City of San Diego as mandated by the City Charter. This policy is for guidance only and is not intended to set, establish or impose any minimum or maximum level of compensation for consideration by the Commission.

POLICY

1. It shall be the policy of the City Council to utilize the Civil Service Commission in establishing an annual Salary Ordinance. The Council recognizes the Commission as an independent third party in fact-finding and making independent recommendations.
2. The Civil Service Commission shall use as its guidelines the following criteria in preparation and development of a schedule of compensation, with the clear understanding that its recommendations are for the information and guidance of the Council only:
 - a) The aggregate increase in compensation, if any, determined to be fair to employee and taxpayer as provided in PROCEDURE, subparagraph 1, of this policy.
 - b) Recommendations shall be based on consideration of the total compensation paid to City employees, including salaries and fringe benefits.
 - c) Any comparisons used shall include appropriate Southern California governmental agencies and the local labor market.
 - d) When making comparisons, job titles or classifications shall not be considered unless the tasks performed are substantially the same. In all comparisons, type of work actually performed and continuity of employment shall be the primary criteria.

- e) Adjustments should be considered to correct any special recruiting or retention problems.
- f) Consideration shall not be given to "projections" of what other governmental agencies or private industry or business may do in connection with salary or fringe benefit changes in the future.

PROCEDURE

In order that the City may maintain an orderly procedure and have sufficient time to consider all the factors involved before establishing an annual Salary Ordinance, this procedure shall be followed:

1. The Council shall consider the increase in the City's operating budget which would be produced by any increase in salaries and fringe benefits, and shall thereafter determine, based upon considerations including the ability of City taxpayers to pay for such increase, the amount of any such increase that will be fair both to City employees and to City taxpayers.
2. The Council shall then by letter communicate such amount to the Civil Service Commission as the aggregate amount of salary recommendations that the Commission shall thereafter make which the Council can accept. The communication shall be effected so as to protect the bargaining position of the Management Team. The letter communicating the amount shall request the Commission to make recommendations for salary adjustment within particular classifications that will best distribute the amount of increase to achieve the recruiting and retention goals of this policy.
3. The Council shall then meet with the Civil Service Commission in advance of such time as the Council gives direction to its designated Management Team for the purpose of receiving a general review of

current and potential City salaries, following the guidelines enumerated above, and a review of other factors that may influence the Council's salary setting decisions (such as national and regional trends, cost of living changes, etc.).

4. Meeting and conferring shall take place until Memoranda of Agreement are reached or impasses are declared. In the former case, the memoranda are presented by the Management Team and employee organizations to the Commission for its considerations. If an impasse is reached, the Council shall direct the Commission to conduct a hearing to determine the facts in the case and prepare a report for the Council and the employee organizations' guidance, which may result in further direction to continue the meet and confer process.
5. At the end of the meet and confer time period, the Commission shall hold a public hearing to review all areas both where agreement has or has not been reached and shall thereafter recommend a Schedule of Compensation to the Council as required in Section 130 of the Charter.
6. The Council shall adopt a Salary Ordinance in accordance with provisions of Section 70 and 130 of the Charter.

APR 5 1973

Passed and adopted by the Council of The City of San Diego on _____,
by the following vote:

RECEIVED
CITY CLERK'S OFFICE
1973 APR -20 AM 8:31
SAN DIEGO, CALIF.

Councilmen	Yeas	Nays	Excused	Absent
Gil Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maureen F. O'Connor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Henry L. Landt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floyd L. Morrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Martinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Allen Hitch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Bates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

PETE WILSON
Mayor of The City of San Diego, California.

EDWARD NIELSEN
City Clerk of The City of San Diego, California.

(Seal)

By Mary Anne Mease, Deputy.

Office of the City Clerk, San Diego, California

Resolution Number 207686 Adopted APR 5 1973

eh