



Office of the Mayor

12

CONSENT CALENDAR  
November 16, 2021

To: Members of the City Council  
From: Mayor Jesse Arreguin (Author)  
Submitted by: Donald E. Ellison, Interim Director of Human Resources  
Subject: Salary Adjustment for City Manager

RECOMMENDATION

Adopt a Resolution to amend Resolution No. 69,998-N.S. (Classification and Salary Resolution for classifications in Representation Unit Z-1 Confidential and Executive Management Employees) to increase the salary of the City Manager from \$25,119 per month to \$32,180 per month effective November 14, 2021 to bring her salary in line with the median of the salaries of City/County Managers and Administrators in comparable jurisdictions in the Bay Area.

FISCAL IMPACTS OF RECOMMENDATION

The financial impact of this recommendation is approximately \$52,958 for the balance of Fiscal Year 2022 and approximately \$84,732 in Fiscal Year 2023. The cost of this increase will be paid from the General Fund and sufficient funds are available to fund this increase.

CURRENT SITUATION AND ITS EFFECTS

The City Council conducted a performance evaluation of the City Manager in October 2021. The City Council then designated the Mayor to implement a salary increase for the City Manager on behalf of the City.

On July 29, 2021, the City Council adopted Resolution No. 69,998-N.S. that provided for cost of living adjustments and benefit improvements to employees in Representation Unit Z-1 who are Confidential and Executive Management employees; this includes the City Manager. All employees in Representation Unit Z-1 received a 4% cost of living adjustment effective June 25, 2021. The City Manager has more than 6 years of benefited service with the City.

City staff conducted a survey of City Manager/County Administrator salaries in comparable jurisdictions in the Bay Area. The results of this survey are attached for your information. This survey reflects that Berkeley's City Manager is paid approximately 20% below the median of salaries paid to City Managers in twelve (12) Bay Area jurisdictions, even after factoring in the recent cost of living adjustment. In assessing the comparability of the City Manager responsibilities in several of the

jurisdictions surveyed and given the size of the City of Berkeley budget and staff, the range of services provided and the degree of community involvement, I believe that the Berkeley City Manager position is equally, if not more challenging than most of the City Manager and County Administrator positions surveyed.

The salary survey confirmed that the City Manager is compensated at a lower level than other City Managers and County Administrators in other jurisdictions in the Bay Area. Accordingly, I recommend that the Council approve a salary from \$25,119 per month to \$32,180 per month effective November 14, 2021 to bring the City Manager's salary in line with the salaries of City Managers/County Administrators in comparable jurisdictions in the Bay Area.

#### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACT

There are no identifiable environmental effects or opportunities associated with the subject of this report.

#### RATIONALE FOR RECOMMENDATION

City staff conducted a survey of City Manager/County Administrator salaries in comparable jurisdictions in the Bay Area, which showed the Berkeley City Manager is undercompensated as compared to positions surveyed. The salary adjustment is being recommended in order to bring the City Manager's salary in line with that of City Managers/County Administrators in comparable jurisdictions.

#### ALTERNATIVE ACTIONS CONSIDERED

None.

#### CONTACT PERSON

Mayor Jesse Arreguin, 510-981-7100

Attachments:

1: Resolution:

Exhibit A: City Manager Salary Survey

RESOLUTION NO. ##,###-N.S.

Salary Adjustment for the City Manager

WHEREAS, under City Charter Section 27, the City Council is responsible to fix the compensation of the City Manager; and

WHEREAS, in October 2021 the City Council designated the Mayor to implement a salary increase for the City Manager; and

WHEREAS, the City staff conducted a survey of City Manager and County Administrator salaries in comparable jurisdictions in the Bay Area; and

WHEREAS, the result of the survey reflects that Berkeley's City Manager is paid approximately 20% below the median of City Managers and County Administrators in twelve (12) Bay Area jurisdictions.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that authorizes that the salary of the City Manager be increased from \$25,119 per month to \$32,180 per month effective November 14, 2021.

Exhibit A: City Manager Salary Survey

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Ranking
<b>Berkeley</b>	<b>City Manager</b>	<b>\$25,119</b>	<b>\$25,119</b>	<b>11</b>
Alameda County	County Administrator	\$23,982	\$31,257	5
Concord	City Manager	\$24,476	\$24,476	12
Contra Costa County	County Administrator	\$29,678	\$32,768	1
Fremont	City Manager	\$28,028	\$28,028	9
Hayward	City Manager	\$25,218	\$25,218	10
Oakland	City Administrator	\$25,559	\$31,949	4
Palo Alto	City Manager	\$29,668	\$29,668	7
Richmond	City Manager	\$14,805	\$23,567	13
San Francisco	City Administrator (Department Head V)	\$22,505	\$28,721	8
San Jose	City Manager	\$25,113	\$30,431	6
San Mateo County	County Manager	\$32,442	\$32,442	2
Santa Clara County	County Executive	\$29,329	\$32,412	3
<b>Labor Market Median</b>			<b>\$30,049</b>	
<b>% Berkeley is Above or Below Median</b>			<b>-19.63%</b>	
<b># Of Comparable Matches</b>			<b>12</b>	
<b>Data effective as of 9/2021</b>				
San Jose- 5% non pensionable pay added to base salary				