



Staff Report

February 22, 2022 Council Regular Meeting

Resolution 22-003 Revised Salary Scale for the City Administrator

Presenter: Jennifer Gorsuch, Administrative Services Director

Time Estimate: 5 minutes

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BACKGROUND: The City Administrator recruitment will begin in the coming weeks. Prior to posting the position, the salary was reviewed, and it has been determined that the current salary scale is not comparable and should be increased.

SUMMARY:

City staff reviewed the salary range and determined that it is low for the level of City Administrator we are seeking for Camas. Based on comparable cities and our desire to have a solid, experienced City Administrator, an increase is merited.

Currently, the City Administrator salary is about \$150-179k/annually. Staff is proposing an approximate 10% increase – bringing the range to \$165-198k/annually.

This would put the top step of the pay scale at \$16,500/monthly versus \$14,958/monthly (current top). Based on the current labor market and the desire to have a seasoned City Administrator, this increase is necessary.

When looking at the City Administrator salary, staff looked at cities that are comparable to Camas in population, sales tax and assessed value. This is one method the City uses when reviewing salaries. During the review, consideration was also given to cities that are geographically close to Camas and if a city is “full-service”.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? The desired result is to be competitive in the labor market to recruit an experienced City Administrator.

What’s the data? What does the data tell us? The data from comparable entities shows that the salary scale is low, and an increase is merited.

How have communities been engaged? Are there opportunities to expand engagement?

N/A

Who will benefit from, or be burdened by this agenda item? N/A

What are the strategies to mitigate any unintended consequences? N/A

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact. N/A

Will this agenda item improve ADA accessibilities for people with disabilities? N/A

What potential hurdles exists in implementing this proposal (include both operational and political)? N/A

How will you ensure accountabilities, communicate, and evaluate results? N/A

How does this item support a comprehensive plan goal, policy or other adopted resolution? N/A

BUDGET IMPACT: This change will result in an increase of approximately \$25k/annually to the Executive budget including a salary and benefits increase.

RECOMMENDATION: Staff recommends Resolution 22-003 be adopted by Council.