

# Capitola City Council

## Agenda Report



**Meeting:** June 8, 2023  
**From:** City Manager Department  
**Subject:** 2023 – 2024 Salary Schedule

**Recommended Action:** Adopt a resolution approving the Fiscal Year 2023 – 2024 annual salary adjustment, consistent with the following employment agreements: Association of Capitola Employees, Police Officers Association, Confidential Employees, Police Captains, and Management.

**Background:** City Council adoption of a salary resolution establishes the legal current salary schedule for each position of permanent employees. The City Council should adopt a salary resolution annually, upon review and recommendation of the City Manager. California Public Employee’s Retirement Law and Section 570.5 of the California Code of Regulations Title 2 requires the “City Pay Rates and Ranges” be approved by the City Council in an open meeting and be publicly posted, which is done annually on the City’s website.

Additionally, as required by California Government Code Section 54953(c)(3), an oral report must be made before the City Council takes final action on the salaries, salary schedules, and fringe benefit compensation for the City’s management employees, which includes department heads and the City Manager. The City of Capitola and its bargaining units have existing labor agreements that run through June 30, 2024. Cost of living salary adjustments (COLAs) are included in the agreements.

On May 25, 2023, the City Council approved an updated salary schedule for the Mid-Management employee group which corresponds with a side-letter to the group’s existing labor agreement that expires on June 30, 2024.

**Discussion:** The attached salary schedule will go into effect the first full pay period after July 1, 2023. This year, the salary changes take effect on July 9, 2023, and will be effective until June 30, 2024.

The following table shows increases for groups and positions:

Group	COLA increase %	Contribution increase <i>Employee only</i>	Contribution increase <i>Employee +1</i>	Contribution increase <i>Employee +2</i>
<b>ACE</b>	3%	\$25/month	\$50/month	\$50/month
<b>Captain</b>	3%	n/a	n/a	n/a
<b>CPOA:</b>				
<i>Sworn (Sgts. &amp; Officers)</i>	3%	\$50/month	\$50/month	\$50/month
<i>CSOs</i>	1%	\$50/month	\$50/month	\$50/month
<i>Records Manager</i>	2.25%	\$50/month	\$50/month	\$50/month
<b>Confidential</b>	3%	n/a	n/a	n/a
<b>Management</b>	2.75%	\$25/month	\$25/month	\$25/month

Fiscal Impact: The fiscal impact of the previously agreed upon FY 2023-24 salary is \$241,000, which is included as part of the budget that is set for adoption on June 22, 2023.

Attachments:

1. Resolution

Report Prepared By: Chloé Woodmansee, Assistant to the City Manager

Reviewed By: Julia Moss, City Clerk; Jim Malberg, Finance Director

Approved By: Jamie Goldstein, City Manager