

Capitola City Council

Agenda Report



Meeting: December 12, 2024
From: City Manager Department
Subject: FY 2024-2025 Salary Schedule Update

Recommended Action: Adopt a resolution approving the Fiscal Year 2024 – 2025 salary schedule, consistent with the following employment agreements: Association of Capitola Employees, Police Officers Association, Mid-Management Employees, Confidential Employees, Police Captains, the Department Head Compensation and Benefit Plan, and the City Manager Employment Agreement.

Background: In June and July 2024, the City Council approved employee Memoranda of Understandings (MOUs) with the Association of Capitola Employees, Police Officers Association, Mid-Management Employees, Confidential Employees, and Police Captains bargaining units. The City Council also adopted an updated Department Head Compensation Plan and approved the eighth amendment to the City Manager Employment Agreement.

Equity adjustments (based upon a compensation study completed in fall 2023), updated longevity schedules, and two forms of specialty pay were included in the approved MOUs, Compensation Plan, and contract amendment contingent on voter approval of the City’s half-cent tax measure during the November 2024 election. Capitola voters approved Measure Y, the half-cent sales and use tax.

Discussion: During the November 2024 General Election, Capitola voters approved Measure Y (the half-cent sales and use tax) by approximately 67%. Consistent with the approved MOUs, compensation plan, and contract amendment, the salary schedule included in Attachment 1 will go into effect the first full pay period after adoption on December 22, 2024.

Fiscal Impact: The FY 2024-25 fiscal impact of the salary increases based upon the approved MOUs, compensation plan, and contract amendment, is estimated at \$226,350. The estimated annual fiscal impact is estimated at \$452,700 which increases annually based upon the approved MOU’s. Increases by bargaining unit are as follows:

MOU / Plan	One time Equity Adjustment FY 2024-25 Cost	One time Equity Adjustment Annual Cost
Association of Capitola Employees	\$ 32,600	\$ 65,200
Police Officers Association	74,550	149,100
Mid Management	24,050	48,100
Confidential	24,950	49,900
Police Captains	17,000	34,000
Management (Department Heads & City Manager)	53,200	106,400
Total	\$ 226,350	\$ 452,700

Staff will present a budget amendment during the mid-year budget review incorporating the Measure Y Sales Tax Revenue, as well as personnel costs listed above.

Attachments:

1. Resolution with salary schedule as Exhibit A

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

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

Approved By: Jamie Goldstein, City Manager