



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
February 20, 2024

TOPIC: Resolution Amending the Classification and Compensation Plan for Classifications of Employment Designated as Unrepresented Executive Management

AGENDA TITLE

Adopt a Resolution Amending the Classification and Compensation Plan for Classifications of Employment Designated as Unrepresented Executive Management

RECOMMENDED ACTION

Adopt a resolution that amends the City's Classification and Compensation Plan for classifications of employment designated as unrepresented Executive Management (EM) to adjust the salary schedule of the Library Services Director.

RESOLUTION NO. 2024-XXX entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA ANA TO EFFECT CERTAIN CHANGES TO THE CITY'S CLASSIFICATION AND COMPENSATION PLAN FOR CLASSIFICATIONS OF EMPLOYMENT DESIGNATED AS UNREPRESENTED EXECUTIVE MANAGEMENT (EM)

GOVERNMENT CODE §84308 APPLIES: No

DISCUSSION

The Human Resources Department recently completed a labor market survey of compensation rates assigned to job classifications that directly oversee all library related functions. The City of Santa Ana Library Services Director oversees the Library Department, including two full-service branches.

The recently-completed labor market survey revealed that the Library Services Director is 7.84% below the median of comparator agencies. The current salary range for Library Services Director is \$12,444 - \$14,311 per month. The proposed salary range for the Library Services Director is \$14,075 - \$18,315. The salary range adjustment would be effective January 14, 2024, the first full pay period in calendar year 2024, which would place the Library Services Director salary range within the City's labor market. The current salary of the Library Services Director is below the minimum of the proposed salary schedule. This Resolution would result in the classification receiving a monthly increase in salary of \$147, an increase of approximately one percent (1%).

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FISCAL IMPACT

The estimated cost of the change in salary range for FY 2023-2024, is \$918.85. Appropriations for FY 2023-24 are included in the adopted Fiscal Year 2023-24 Operating Budget.

EXHIBIT(S)

1. Resolution

Submitted By: Jason R. Motsick, Executive Director of Human Resources

Approved By: Tom Hatch, Interim City Manager