



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**November 1, 2022**

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**TOPIC:** City Manager Performance Evaluation and Salary Adjustment

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**AGENDA TITLE:**

Adopt a i) Resolution reflecting the positive City Manager performance evaluation conducted on October 4, 2022, and approving an amended annual salary for the City Manager, and ii) Resolution approving the City's Master Salary Schedule in conformance with Title 2 of the California Code of Regulations Section 570.5 and the California Public Employees' Retirement System (CalPERS)

**RECOMMENDED ACTION**

1. Adopt a Resolution affirming the City Manager's positive performance evaluation results and approving an adjusted annual salary for the City Manager, and
2. Adopt a Resolution approving the City's Master Salary Schedule in conformance with Title 2 of the California Code of Regulations Section 570.5 and the California Public Employees' Retirement System (CalPERS).

**DISCUSSION**

The City of Santa Ana City Charter provides that the City Council shall conduct performance evaluations of its appointees on an annual basis. In addition, the City Manager's Employment Agreement provides for an annual performance evaluation and the opportunity for salary adjustments based on a positive evaluation. The City Council conducted a performance evaluation of City Manager Kristine Ridge, on October 4, 2022 and agreed that Ms. Ridge is exceeding expectations as City Manager. The City Manager's Employment Agreement was approved on April 30, 2019 and provided an annual salary of \$290,000. As a result of a positive performance evaluation on October 19, 2021, the annual salary was subsequently adjusted to \$301,600 effective November 16, 2021. As a result of the October 4, 2022 performance evaluation, the City Council supported an annual salary of \$310,648. The proposed resolutions affirm the positive performance evaluation results, approve an adjusted annual salary for the City Manager (Exhibit 1), and approve the City's Master Salary Schedule to reflect the above-mentioned change to the City Manager's salary (Exhibit 2).

**ENVIRONMENTAL IMPACT**

There is no environmental impact associated with this action.

**FISCAL IMPACT**

The City Council's adoption of the proposed Resolutions will result in an annual total increase in costs of approximately \$11,011, with a Fiscal Year 2022-23 impact of approximately \$7,341. There are sufficient funds in the City Manager's Office Budget (accounts 01103010-61000) to cover the increased costs.

**EXHIBIT(S)**

1. Resolution affirming a positive performance evaluation and approving an annual salary adjustment for the City Manager
2. Resolution approving the City's Master Salary Schedule

Submitted By: Jason Motsick, Executive Director of Human Resources

Approved By: Kristine Ridge, City Manager