




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 10, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: RON AHLERS, CHIEF FINANCIAL OFFICER 

SUBJECT: ADOPTION OF RESOLUTION NO. 2023-1865 OF THE CITY COUNCIL OF THE CITY OF CALABASAS, RESCINDING RESOLUTION 2023-1860 AND APPROVING A SALARY SCHEDULE FOR PERMANENT EMPLOYEES.

MEETING DATE: AUGUST 23, 2023

SUMMARY RECOMMENDATION:

Staff recommends City Council adopt Resolution No. 2023-1865 rescinding resolution 2022-1860 and approving a salary schedule for permanent employees.

BACKGROUND:

The salary range for the position of Assistant City Manager is currently P213. The following department head positions also utilize salary range P213:

- Chief Financial Officer
- Community Development Director
- Public Works Director/City Engineer

City staff is seeking to make a salary difference between the Assistant City Manager and other department head positions.

DISCUSSION/ANALYSIS:

The City will soon begin recruitment for an Assistant City Manager. City staff is requesting an increase in the salary range for the Assistant City Manager position based on recent discussions with the executive search firm the City hired. The executive search firm recommends a pay differential between the Assistant City Manager and other department head positions. The increase will bring the Assistant City Manager position to range P218; which is 5% greater than the department head positions which are at range P213. This is consistent with the market salaries for the position of Assistant City Manager. Other cities Assistant City Manager positions:

	<u>Low Annual</u>	<u>High Annual</u>
City of Agoura Hills	\$190,965	\$232,672
City of Calabasas	\$199,862	\$249,601
City of Camarillo	\$192,628	\$288,932
City of Malibu	\$182,117	\$237,621
City of Thousand Oaks	\$209,196	\$261,492
City of Westlake Village	\$150,744	\$237,108

This is consistent with neighboring cities.

This is the only change to the salary resolution.

FISCAL IMPACT/SOURCE OF FUNDING:

The annual fiscal impact is approximately \$15,000.

REQUESTED ACTION:

Staff recommends that the City Council adopt Resolution No. 2023-1865.

ATTACHMENT:

Resolution No. 2023-1865