

RESOLUTION NO. 12208

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAFAEL
ESTABLISHING THE COMPENSATION AND WORKING CONDITIONS FOR
UNREPRESENTED MANAGEMENT EMPLOYEES ("MANAGERS")
(effective July 1, 2006 through June 30, 2009)**

1. MANAGEMENT EMPLOYEES

The Management Employees of the City of San Rafael are the Management Job Class Titles ("Managers", herein) enumerated in Exhibit "A", attached hereto and incorporated herein. This Resolution shall constitute the compensation and conditions of employment for the Managers for the period from July 1, 2006 through June 30, 2009.

2. SALARY, COMPENSATION GOALS AND REVENUE SHARING

A. GOALS AND COMPENSATION DEFINITIONS

It is the goal of the City Council to try to achieve a total compensation package for all Managers in an amount equal to the following:

1. The average plus one dollar to the total compensation paid to the same or similar classifications in the following nine (9) cities: Fairfield, Vallejo, Hayward, San Leandro, South San Francisco, Alameda, Napa, Novato and Santa Rosa; and,
2. The highest total compensation paid to the same or similar classifications in the following agencies in Marin County: Corte Madera, Larkspur, Marin County, Mill Valley, and Novato.

Total Compensation for survey purposes shall be defined as: Top step salary (excluding longevity pay steps), educational incentive pay, holiday pay, uniform allowance, employer paid deferred compensation (except for such portion that may be part of employee cafeteria plan), employer's contribution towards employees' share of retirement, employer's retirement contribution, employer paid contributions toward insurance premiums for health, life, long term disability, dental and vision plans, management allowance, and employer paid cafeteria/flexible spending accounts.

B. COMPENSATION SURVEYS

In September of each year, in order to measure progress towards the above-stated goal, the City shall survey the identified benchmark positions (Exhibit "B"). However, if General Tax Revenues, as defined in Section 2D below, have not increased over the prior fiscal year, then the City will not complete the compensation survey, unless it is the final year of this Resolution.

Identified benchmark positions from other agencies include positions that are filled, as well as those that may be unfilled, so long as the benchmark position is identified by the survey agency as being on the salary schedule and having a job class description. Other city/agency positions are established as benchmark positions in San Rafael's compensation survey based upon similar work and similar job requirements.

Survey data will include all salary and benefit increases, as defined in "total compensation", in place or to be effective no later than September 1 of that same year, for the purpose of applying the excess General Tax Revenues, if any, described herein. The City shall review the benchmark and related survey data for accuracy and completeness. The City shall provide the survey data to all Managers.

C. CONDITIONS FOR REVENUE SHARING

Managers shall receive Revenue Sharing Increases, in accordance with the schedule in Section 2E, below, in addition to the base salary increases, if the following conditions are met:

1. If the total compensation goal, as outlined in Section 2A has not been reached, **and,**
2. If growth in General Tax Revenues, as defined in Section 2D below, have resulted in revenues being available for distribution, **and,**
3. The "net change in General Fund Balance", as presented in the previous year's City annual audit, is positive.

If the above three conditions are met, then a Revenue Sharing salary increase shall be paid prospectively, in accordance with the schedule in Section 2E below, and using the calculations identified in Section 2D below.

In no event will total compensation increases available through the revenue sharing provisions of this Resolution cause the benchmark positions to exceed the stated "total compensation" goal. All related classifications shall receive the same increases as those received by their assigned benchmark position.

D. REVENUE DEFINITIONS AND REVENUE SHARING CALCULATION

1. For purposes of this Resolution, "General Tax Revenues" shall be defined to include the following taxes: Sales Tax, Property Tax (Secured, Unsecured and Unitary), Motor Vehicle License Fees, Property Transfer Tax, Hotel Occupancy Tax, Business License Tax and Franchise Fees. No other revenue sources of the City will be included in this definition.
2. The City will complete the calculation of the General Tax Revenues in accordance with the schedule in Section 2E. If General Tax Revenues have not increased over the prior fiscal year, then the City shall not complete the compensation survey as outlined in Section 1B, unless it is the final year of this Resolution.

