



# City of Santa Clara

## Meeting Agenda

### Salary Setting Commission

Monday, March 6, 2023

4:30 PM

Hybrid Meeting  
City Hall Council  
Chambers/Virtual  
1500 Warburton Avenue  
Santa Clara, CA 95050

The City of Santa Clara is conducting the Salary Setting Commission meetings in a hybrid manner (in-person and a method for the public to participate remotely).

• Via Zoom: <https://santaclaraca.zoom.us/j/88656291223?pwd=MGIlnaU9rWUVhRVZ3ZXpiMW1iVHZpZz09>

Webinar ID: 886 5629 1223

Passcode: 673211

OR

Phone: 1(669) 444-9171

#### **CALL TO ORDER AND ROLL CALL**

#### **CONSENT CALENDAR**

1. **23-355** [Action to Approve the Salary Setting Commission Meeting Minutes of February 27, 2023](#)

**Recommendation:** Approve the Meeting Minutes of February 27, 2023

#### **PUBLIC PRESENTATIONS**

#### **GENERAL BUSINESS**

2. **23-348** [Action to Consider Comparative Information and to Set Salaries of Mayor and City Council](#)

**Recommendation:** Staff has no recommendation other than to encourage the Commission to consider the available information, and when ready, act to set the salaries of the Mayor, and Council.

#### **STAFF REPORT**

3. 23-346 [Informational Report Regarding City Budget and Forecast](#)

***Recommendation:*** This item is for information and discussion only; no action is required at this time.

**COMMISSIONERS REPORT**

**ADJOURNMENT**

**MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
santaclaraca.gov  
@SantaClaraCity

## Agenda Report

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23-355

Agenda Date: 3/6/2023

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### REPORT TO SALARY SETTING COMMISSION

#### SUBJECT

Action to Approve the Salary Setting Commission Meeting Minutes of February 27, 2023

#### RECOMMENDATION

Approve the Meeting Minutes of February 27, 2023



# City of Santa Clara

## Meeting Minutes

### Salary Setting Commission

02/27/2023

5:30 PM

City Hall - Council Chambers

The City of Santa Clara is conducting the Salary Setting Commission meetings in a hybrid manner (in-person and a method for the public to participate remotely).

• Via Zoom: <https://santaclaraca.zoom.us/j/88656291223?pwd=MGIlnaU9rWUVhRVZ3ZlZkpiMW1iVHZpZz09>

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Phone: 1(669) 444-9171

#### **CALL TO ORDER AND ROLL CALL**

Commissioner Sontag called the meeting to order at 5:30pm.

#### **PUBLIC PRESENTATIONS**

None

#### **GENERAL BUSINESS**

1. Election of Salary Setting Commission Chair and Vice-Chair
 

**A motion was made by Commissioner Sontag, seconded by Commissioner Lawson to elect Commissioner Kumar as Chair of the Salary Setting Commission.**

**A motion was made by Commissioner Kumar, seconded by Commissioner Lawson to elect Commissioner Sontag as Vice Chair of the Salary Setting Commission.**
2. Action To Set Future Commission Meeting Dates
 

**A motion was made by Vice Chair Sontag, seconded by Commissioner Lawson, to approve the following dates for the Salary Commission Meetings with a start time of 4:30pm: March 6, March 9, March 20, March 29, April 3, April 17, April 24, May 1, May 8, May 15, May 22, and June 5.**

**STAFF REPORT**

3. Informational Presentation and Overview of Relevant Provisions of Brown Act and Public Records Act  
**Chief Assistant City Attorney, Sujata Reuter, presented an Overview of the Brown Act, Robert's Rules of Orders, and Public Records Act.**
4. Informational Report Regarding City Employment and Labor Agreements  
**Director of Human Resources, Aracely Azevedo provided an Employee and Labor update.**
5. Overview of Legislative Actions; Review of Comparator Agency Information; Recommendations for Process to Review and Set Elected Legislative Officials Compensation, and Provide Direction to Staff Regarding Same  
**After the staff presentation, no action was taken on this item. This item is to be continued at the March 6, 2023 meeting. Chair Kumar requested an information report regarding the City's budget for the next meeting scheduled for March 6, 2023.**

**COMMISSIONERS REPORT**

None

**ADJOURNMENT**

**A motion was made by Vice Chair Sontag, seconded by Commissioner Lawson, to adjourn the Salary Setting Commission meeting at 7:00pm.**

**MEETING DISCLOSURES**

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## Agenda Report

23-348

Agenda Date: 3/6/2023

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### REPORT TO SALARY SETTING COMMISSION

#### SUBJECT

Action to Consider Comparative Information and to Set Salaries of Mayor and City Council

#### BACKGROUND

Charter Section 702 set the salary for the position of Councilmember at \$2,000 per month and for the position of Mayor at \$2,500 per month. The Charter further requires the Salary Setting Commission (Commission) to set the compensation of the Mayor and Council prior to March 15, 2019 and thereafter, every two years. The Charter provision also provides that salaries so established by the Commission shall not exceed one hundred ten percent (110%) of the previous figure.

#### DISCUSSION

At its previous meeting on February 27, 2023, staff presented a survey of comparative agencies for the Mayor and Council. The data (Attachment 1) is provided for further discussion and possible action by the Commission.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### FISCAL IMPACT

Any costs associated with approved salary increases will be incorporated in the development of future budgets.

#### COORDINATION

This report has been coordinated with the City Attorney's Office.

#### PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

#### RECOMMENDATION

Staff has no recommendation other than to encourage the Commission to consider the available information, and when ready, act to set the salaries of the Mayor, and Council.

Reviewed by: Aracely Azevedo Director of Human Resources  
Approved by: Nadine Nader, Chief Operating Officer/Assistant City Manager

**ATTACHMENTS**

1. Comparator Information for Mayor and Council

**Comparator Information for Mayor and Council  
(2023)**

<b>Mayor</b>	
<b>Agency</b>	<b>Max (Monthly)</b>
City of Santa Clara	\$ 2,500.00
City of Cupertino	\$ 743.07
City of Fremont	\$ 4,313.28
City of Mountain View	\$ 1,564.12
City of Palo Alto	\$ 1,150.00
City of Sunnyvale	\$ 3,884.52
<b>Average (without Santa Clara)</b>	<b>\$ 2,331.00</b>
<b>Average (Below/Above)</b>	<b>7.25%</b>

<b>Council</b>	
<b>Agency</b>	<b>Max (Monthly)</b>
City of Santa Clara	\$ 2,000.00
City of Cupertino	\$ 743.07
City of Fremont	\$ 2,427.76
City of Mountain View	\$ 1,251.23
City of Palo Alto	\$ 1,000.00
City of Sunnyvale	\$ 2,913.38
<b>Average (without Santa Clara)</b>	<b>\$ 1,667.09</b>
<b>Average (Below/Above)</b>	<b>19.97%</b>

*City of San Jose's Mayor and Council is not included as these are full-time positions*



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## Agenda Report

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23-346

Agenda Date: 3/6/2023

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### **REPORT TO SALARY SETTING COMMISSION**

#### **SUBJECT**

Informational Report Regarding City Budget and Forecast

#### **BACKGROUND AND DISCUSSION**

Pursuant to Commission request, staff will present information related to the City's current FY 2022/23 Adopted Budget and Ten-Year Finance Forecast. As this is an informational report, no action is required.

#### **PUBLIC CONTACT**

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#### **RECOMMENDATION**

This item is for information and discussion only; no action is required at this time.