

**TOWN OF
APPLE VALLEY, CALIFORNIA**

AGENDA MATTER

Subject Item:

INTRODUCE ORDINANCE NO. 391 – AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY AMENDING CHAPTER 2.60 (PERSONNEL) OF TITLE 2 OF THE TOWN OF APPLE VALLEY MUNICIPAL CODE RELATING TO COMPENSATION OF ALL TOWN EMPLOYEES

Summary Statement:

On May 13, 2008, the Town Council adopted Ordinance 385. Ordinance 385 removed the designation of the five cities as defined in Ordinance 225 to conduct the compensation survey by comparing cities more applicable at the present time and with the present work environment.

The Council Ad Hoc Personnel Committee met on November 4, 2008 to discuss using a disinterested third party to conduct the Town's salary survey. The Committee is recommending that Ordinance 385 be amended to authorize the Town Manager to select and hire an independent salary/compensation consultant to conduct a total compensation analysis every two years and allow comparisons to be established by surveying the public and private sector markets in the State of California.

Recommended Action

1. Move to **WAIVE** reading of Ordinance 391 in its entirety and read by title only.
2. Move to **INTRODUCE** Ordinance No. 391 amending Chapter 2.60 (Personnel) of Title 2 of The Town of Apple Valley Municipal Code By Amending Section 2.60.070 Relating To Compensation of Town Employees.

Proposed by: Council Ad-Hoc Personnel Committee **Item Number** _____

T. M. Approval: _____ **Budgeted Item** **Yes** **No** **N/A**

ORDINANCE NO. ____

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY AMENDING CHAPTER 2.60 (PERSONNEL) OF TITLE 2 OF THE TOWN OF APPLE VALLEY MUNICIPAL CODE RELATING TO COMPENSATION OF ALL TOWN EMPLOYEES

WHEREAS, in order for the Town to recruit and retain the highest qualified employees, it is the policy of the Town, whenever economically feasible, to compensate Town employees the estimated average total compensation as of July 1 of the year in which comparisons are made for corresponding positions with cities which most appropriately compare with the Town's positions; and

WHEREAS, total compensation includes, but is not limited to, salary, retirement, health, dental and vision insurance, education incentives, longevity pay, shift differential, paid leave, and other skill or incentive pay; and

WHEREAS, any increase in total compensation resulting from this policy shall be implemented when adopted as part of the proposed fiscal year budget; and

WHEREAS, in determining compensation, it is the policy of the Town to consider total compensation for corresponding positions, as well as other factors including internal comparisons.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 2.60 of Title 2 of the Town of Apple Valley Municipal Code is hereby amended by modifying Section 2.60.070.

2.60.70 Compensation of all Town Employees. The Town Manager or the Town Manager's designee shall conduct ~~an annual~~ a total compensation survey every two years of all positions within the Town of Apple Valley Employee Classification Plan to determine the estimated average total compensation as of July 1 of the second year for every two years in which comparisons are made for corresponding positions within cities public and private sector markets which most appropriately compare with the Town's positions. The compensation study shall allow for comparisons to be determined by an independent salary/compensation consultant under the direction of the Town Manager. The comparisons will be incorporated into the proposed annual budget every two fiscal years and considered for adoption by the Town Council. Total compensation includes, but is not limited to, salary, retirement, health, dental and vision insurance, educational incentives, longevity pay, shift differential, paid leave, and other skill or incentive pay. Any increase in total compensation resulting from this

section shall be implemented as part of the proposed fiscal year budget process. In determining compensation, it is the policy of the Town to consider total compensation for corresponding positions, including annual cost of living adjustments, as well as other factors including internal comparisons.

Section 2. All other provisions of Chapter 2.60 shall remain in effect.

Section 3. Effective Date. This ordinance shall be come effective thirty days from and after its adoption.

Section 4. Notice of Adoption. The Town Clerk of the Town of Apple Valley shall certify to the adoption of this ordinance and cause publication to occur in a newspaper of general circulation and published and circulated in the Town in a manner permitted under Section 36933 of the Government Code.

APPROVED and ADOPTED by the Town Council and signed by the Mayor and attested by the Town Clerk this 9th day of December, 2008.

Mayor

Attest:

La Vonda Pearson, Town Clerk

Approved as to form:

Approved as to content:

John Brown
Town Attorney

Frank W. Robinson
Town Manager