



City of Sunnyvale

Agenda Item-No Attachments (PDF)

File #: 22-1053, Version: 1

REPORT TO COUNCIL

SUBJECT

Adopt a Resolution Amending the City's Salary Resolution and the Schedule of Pay to Increase the Salary Range for the Director of NOVA Workforce Services

BACKGROUND

Unclassified department directors (pay plan category F) are at-will employees, appointed by the City Manager. They are not organized and do not negotiate for any changes to their wages, hours, and/or other terms and conditions of employment. Instead, the City Manager makes recommendations to the City Council regarding such changes on behalf of this employee group. The exception is the Director of NOVA Workforce Services who has a separate salary range due to the salary cap of the Workforce Investment Act (WIA) guidelines. The NOVA Director salary range shall be increased from the current maximum of \$203,000 to a new rate of \$203,700. The minimum shall be 20% below the maximum.

EXISTING POLICY

Council Policy 7.3.1 Legislative Management - Goals and Policies, Goal 7.3D: Maintain a quality work force, Consistent with state and federal laws, City Charter, and adopted policies in order to assure that City services are provided in an effective, efficient, and high quality manner.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

DISCUSSION

Although NOVA Workforce Services is a City Department, it is a federally funded to provide workforce development services to a consortium of eight jurisdictions, composed of the County of San Mateo, and the Santa Clara County cities of Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale.

Since NOVA is a federally funded program, it has a separate salary range determined by Workforce Investment Act (WIA) guidelines. The City's salary table is updated as changes are implemented by the federal government salary schedules. In order to be more efficient in paying the Director based on the appropriate salary schedule, the City is proposing to set the maximum salary to the new federal cap of \$203,700 and set the minimum salary on the City's salary table at 20% below the maximum, or \$169,750 effective November 27, 2022.

FISCAL IMPACT

The salary for the Director of NOVA Workforce Services is included in the FY 2022/23 Budget.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Public Library, Senior Center, Community Center and in the Department of Public Safety Lobby. In addition, the agenda and report are available at the Sunnyvale Public Library, Office of the City Clerk, and on the City's website.

ALTERNATIVES

1. Adopt a Resolution Amending the City's Salary Resolution and Schedule of Pay to Increase the Salary Range for the Director of NOVA Workforce Services.
2. Do Not Adopt a Resolution Amending the City's Salary Resolution and Schedule of Pay to Increase the Salary Range for the Director of NOVA Workforce Services.
3. Provide alternative direction to staff.

STAFF RECOMMENDATION

Alternative 1: Adopt a Resolution Amending the City's Salary Resolution and Schedule of Pay to Increase the Salary Range for the Director of NOVA Workforce Services.

Prepared by: Vienne Choi, Term Limited Human Resources Manager

Prepared by: Tina Murphy, Director, Human Resources

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Resolution