City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 12, 2005

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER

SUBJECT: BUDGET MEMO # 39: PUBLIC SAFETY COMPENSATION REVIEW PROCESS

The following is a draft proposal of how I suggest that we follow-up on our compensation discussions with public safety employees:

A. Utilize the existing Council Pension Subcommittee membership which includes two Council members (Mayor Euille and Councilman Smedberg), and then add for this compensation review one representative each of police, fire and sheriff (chosen by their employee groups), the City Manager and several staff. Support would be provided by the City's Department of Personnel Services.

B. The Subcommittee would review the City's compensation policy, including pay and benefits for Alexandria public safety employees, compared to our comparator jurisdictions and recommend, if warranted:

(1) possible changes in the City's method of reviewing compensation comparability with our comparator jurisdictions;

(2) changes in what placement the City wishes in the region in the area of public safety pay as it relates to the comparator jurisdictions (in the middle, 75%, 90%, etc.); and

(3) future adjustments in pay to address the City's relative position in comparison to other comparator public safety agencies

It makes sense for the two Council members on the Subcommittee to be the same two members who are on the Council Pension Committee, since they already have significant background on public safety benefits as a result of their recent work on public safety pensions.

The following outlines a draft Subcommittee work plan.

I. Meeting 1

(a) A review of the benchmark public job analysis done by personnel with staff going over results for each public safety job; and

(b) A review of the work done by the police staff on comparisons of pay in other jurisdictions and where the City stands in relation to those jurisdictions

II. Meeting 2

(a) Review further FY 2006 approved budget actions; and

(b) Discuss the City's compensation policy, its pros and cons

III. Future Meetings

(a) Discuss benefit comparisons with comparator jurisdictions;

(b) Other topics

IV. Interim Report

(a) Target to prepare interim report for June 28 Council legislative meeting;

(b) Interim report to include recommendations on additional work to be done and future meetings, if needed; and

(c) Target for completion of final report with recommendations for Council in September, with implementation following Council action as soon as practicable and funding is available

If Council approves this review process as recommended, we will begin to work with employee groups to get the first meeting of the Subcommittee set for as soon after the May 2 budget adoption as possible.

Finally, I would recommend that we review the compensation policy for general employees during FY 2006.