



# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

**AGENDA DATE:** September 22, 2015

**TO:** Mayor and Councilmembers

**FROM:** Administration, Administrative Services

**SUBJECT:** Management Recruitment - Relocation Assistance Benefits

### **RECOMMENDATION:**

That Council introduce and subsequently adopt, by reading of title only, An Ordinance of the Council of the City of Santa Barbara Amending the Management Performance and Compensation Plan to Provide for Relocation Assistance Benefits as a Recruitment Tool.

### **DISCUSSION:**

As the "baby boomers" retire and leave the labor market, staff has noticed that competition for experienced managers in the public sector is heating up. Because the number of public sector management-level positions is more limited in the local labor market than other types of positions, recruitment is routinely from a statewide - and in many cases nationwide - candidate pool. Relocation assistance is a benefit that more employers are offering to outside management candidates. Recently, the City Administrator has needed to offer moving expense reimbursement and temporary housing allowances during the recruitment for key management positions (Community Development Director, Assistant City Administrator) in order to secure the best candidates.

The City's Management Performance and Compensation Plan outlines the various terms and conditions of management employment, as they are amended by the City Council from time to time, for the benefit of the public, for managers, and for prospective managers considering City employment. The purpose of this amendment to the Management Performance and Compensation Plan is to include a written policy for offering these relocation assistance benefits, both in the interest of transparency, and to inform prospective candidates about the key standards and limitations applicable to such offers.

The Relocation Assistance benefits will be negotiated with individual candidates at the sole discretion of the City Administrator and will consist of one or both of two types of benefit:

- Reimbursement of Moving Expenses, not to exceed \$12,500 (indexed to CPI)
- Temporary Housing Allowance, not to exceed 12% of the base salary for the position and limited to the first year of employment.

In both cases, only relocation and housing within the Santa Barbara South Coast area will qualify.

As this benefit will only be used when necessary to secure an outside candidate, the total cost is difficult to determine. However, in almost all cases, departments will be asked to use salary savings generated by the position vacancy to cover the cost, so no additional budget appropriations will be necessary.

**SUBMITTED BY:** Kristine Schmidt, Administrative Services Director

**APPROVED BY:** City Administrator's Office