



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Nicole Jews, Human Resources Manager  
Doug Schulze, City Manager

**MEETING DATE:** January 28, 2025

**SUBJECT:** Consideration of Resolution 2025-12, Updating the Compensation for the City Clerk and City Treasurer

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### **RECOMMENDATION:**

Adopt Resolution 2025-12.

### **BACKGROUND:**

During the City Council meeting held on January 14, 2025, the City Council approved the increase to the compensation for the elected City Clerk and City Treasurer positions. The current salaries for the City Clerk and City Treasurer were set by Resolution 1988-54 and 1982-41 respectively. Salaries for both positions were set at \$100 per month or \$1,200 per annum.

### **JUSTIFICATION:**

The current compensation for the City Clerk and City Treasurer is \$100.00 per month. However, the salary of the City Clerk and City Treasurer was set in 1988 and there has not been an increase or adjustment in the last thirty-seven (37) years.

The increase in compensation is in the best interests of the City because it will encourage qualified persons to seek the positions of the City Clerk and City Treasurer and ensure that the City Clerk and City Treasurer positions are compensated comparably to City Clerk and City Treasurer positions of other general law cities.

Based on the compensation survey, City Council approved the increase for the City Clerk & City Treasurer positions to be \$550 per month (\$6,600 annually).

### **FISCAL IMPACT:**

In addition to salaries, the City Clerk & City Treasurer are eligible for certain health benefits. Depending on the benefits selected and received, which may include medical coverage, the City Clerk & City Treasurer's current total annual compensation can range from approximately \$6,600 to approximately \$8,266.67.

If the City Council increases the base compensation from \$100 per month to \$550 per month, the annual compensation of City Clerk & City Treasurer would increase by \$5,400 (\$450 x 12).

### **ALTERNATIVES:**

Do not adopt the resolution and provide alternative direction to staff.

**BUDGETED?:**

Yes

**CONTRACT/AGREEMENT:**

No

**ATTACHMENTS:**

1. [Resolution 2025-12, CC and CT Salaries.docx](#)
2. [Resolution 1988-54: City Clerk Salary](#)
3. [Resolution 1982-41: City Treasurer Salary](#)