

Item Cover Page

PRELIMINARY CITY COUNCIL MEETING AGENDA ITEM REPORT

DATE: August 4, 2025

SUBMITTED BY: Joanne Kiernan, Mayor

ITEM TYPE: Discussion and Vote

AGENDA SECTION: Mayor's Department

SUBJECT: Salary Grade Reallocation Policy

SUGGESTED ACTION:

ITEM ACTION: Discussion and Vote

ITEM NOTES: This policy supersedes the previous Finance Policy titled Position Upgrades. It was developed through a collaborative effort between Human Resources, Civil Service, and the Union. The purpose of the policy is to establish a transparent and consistent framework for adjusting a change in salary grade of a position or positions without changing the title based on objective factors related to the position's duties and responsibilities to ensure fairness and consistency in compensation practices within the City. Thank you to the HR administrator, Civil Service Coordinator and CSEA union leadership for their collaboration on this policy.

ATTACHMENTS:

[Salary Grade Reallocation Application \(1\).pdf](#)

[Salary Grade Reallocation Policy - 7.23.25.pdf](#)