



TO: CHAIR AND HOUSING AUTHORITY COMMISSIONERS
THRU:  ROBERT G. WELLS, CITY MANAGER
FROM:  BARBARA A. ROBERTS, CPRP, DIRECTOR, COMMUNITY SERVICES
SUBJECT: COST OF LIVING INCREASE FOR NON-REPRESENTED EMPLOYEES
RESOLUTION NO. 2047

ISSUE

The Housing Authority Commission should approve an additional 0.5 percent cost-of-living adjustment for the Authority's non-represented employees.

RECOMMENDATION

The Commission adopt Resolution No. 2047 approving an additional 0.5 percent cost-of-living adjustment for non-represented employees effective June 25, 2007.

BACKGROUND


Housing Authority employees are included in the City's employee classification and compensation system administered by the Human Resources Department. The Authority's funding agreements with HUD require that the Authority adopt resolutions documenting compensation, fringe benefit and policy changes affecting Housing Authority employees.

August 6, 2007, the Housing Authority Commission authorized a cost-of-living increase in salaries and life insurance benefit totaling 2.5 percent for non represented employees. These changes are identical to those authorized by Salem City Council on July 9, 2007 and were effective June 25, 2007.

November 5, 2007, Salem City Council authorized an additional 0.5 percent cost-of-living increase for non-represented employees effective June 25, 2007. This increase provides the same cost-of-living adjustment for non-represented employees as provided for AFSCME-represented employees.

FACTS AND FINDINGS

The Housing Authority has 8 non-represented employees. The proposed cost of living adjustment is within budget for the fiscal year ending September 30, 2008.



Jerry Croft
Housing Administrator

RESOLUTION NO. 2047

RESOLUTION AUTHORIZING COST-OF-LIVING
INCREASES FOR NON-REPRESENTED EMPLOYEES

WHEREAS, the Housing Authority of the City of Salem is included in the City of Salem classification and compensation system; and,

WHEREAS, the Housing Authority traditionally takes formal action to approve changes to employee compensation and labor policies adopted by the City of Salem in order to document compliance with HUD labor requirements; and,

WHEREAS, the Housing Authority adopted Resolution No. 2035 revising compensation for all non-represented employees including a cost-of-living increase in salaries (2.4 percent) and an increase in life insurance benefit from \$10,000 to \$50,000 (0.1 percent) effective June 25, 2007; and,

WHEREAS, the City of Salem has approved an additional 0.5 percent cost-of-living compensation for non-represented employees effective June 25, 2007,

NOW, THEREFORE, BE IT RESOLVED BY THE
HOUSING AUTHORITY OF THE CITY OF SALEM, OREGON

Section 1. Additional cost of living compensation of 0.5 percent is approved for non-represented employees effective June 25, 2007.

ADOPTED by the Housing Authority of the City of Salem, Oregon this 3rd day of December 2007.

Executive Director

ATTEST:

Recording Secretary