

Hem # 10B

**City of Carson City
Agenda Report**

Date Submitted: July 10, 2007

Agenda Date Requested: July 19, 2007

Time Requested: 5 minutes

To: Board of Supervisors

From: Linda Ritter, City Manager

Subject Title: Action to approve a 3% cost of living increase for the Carson City Justices of the Peace

Staff Summary: In past years, the Board has granted the same COLA increase for the Justices of the Peace as other unclassified employees. Pursuant to the Carson City Charter, the Board must set the salary of the Justices of the Peace.

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to approve a 3% cost of living increase for the Carson City Justices of the Peace

Explanation for Recommended Board Action: The Carson City Charter requires that Carson City Justices of the Peace salary be set by the Board, therefore, the Board must take action to provide any COLA increase.

Applicable Statue, Code, Policy, Rule or Regulation: Carson City Charter

Fiscal Impact: \$7,020, budgeted in the 2007/08 General Fund Budget

Explanation of Impact: 3% COLA retroactive to July 1

Funding Source: General Fund

Alternatives: Do not approve

Supporting Material: Memo and back up material from Maxine Cortez, Court Administrator; Carson City Charter Section 4.030

Prepared By: Linda Ritter

Reviewed By:

(Department Head)

(City Manager)

(District Attorney)

(Finance Director)

Date:

Date:

Date:

Date:

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



**First Judicial District Court
Justice and Municipal Court**

Maxine Cortes

Court Administrator

885 Musser Street, Ste 2063

Carson City, Nevada 89701

Email: mcortes@ci.carson-city.nv.us

Office: (775) 887-2121 ext. 1645

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July 9, 2007

Linda Ritter
City Manager
201 N. Carson Street
Carson City, NV 89701

Re: Carson City Justices of the Peace

Dear Linda,

I have enclosed a Memorandum dated January 11, 1996 with regard to the City's practice to increasing the salaries for Carson City Justices of the Peace and a recent survey performed by the Administrative Office of the Courts regarding Limited Jurisdiction Court Salaries. I understand that an agenda item will be prepared requesting a 3% increase for this fiscal year and thought that you would find this information helpful.

As always, thank you for your assistance and please notify me if you need any further information.

Respectfully,

Maxine Cortes
Court Administrator

MEMORANDUM

TO: John Jakich, City Manager

FROM: Robey B. Willis, Justice of the Peace/Municipal Judge, Dept. I *RBW*
John Tatro, Justice of the Peace/Municipal Judge, Dept. II *BT*

DATE: January 11, 1996

SUBJECT: Salaries for Carson City Justices of the Peace

First, we would like to thank you for meeting with us on January 5, 1996 and explaining the new compensation system for the City's unclassified employees. As agreed, we have summarized the results of that meeting as to how the new system would apply to our respective positions:

The salaries for the Justices of the Peace should be handled during the budget process. That is, once the budget is approved, any salary increases contained in the budget would likewise be approved with no further Board action required. A similar conversation was held several months ago with you and Finance Director Mary Walker, the same conclusion was reached.

The Justices of the Peace have traditionally been treated as unclassified employees for salary purposes, having received cost-of-living and merit increases. However, since voters evaluate us at the polls, a pay-for-performance or merit system is not very workable. Therefore, we agree to budget the same cost-of-living increase as unclassified employees are to receive and a standard 5% "merit" increase rather than the new possible maximum of 7.5%. This would be an on-going policy to be effective July 1 of each year.

It is understood that any "parity" studies to determine prevailing rates of pay for unclassified City employees would also include Justice of the Peace/Municipal Court Judge, and that any salary increase deemed to be warranted from such a study would be applied accordingly.

NRS 4.040 requires that the Board, in July 1996, set the minimum salary for the Justices of the Peace. Last year, when the Department I position was created, the Board set the minimum salary for that position at \$51,000. We suggest that, since cost-of-living increases are tied to positions rather than incumbents, and "merit" increases are tied to incumbents, the Board consider setting the minimum salary for the Department II position by adjusting only for any cost-of-living increases (and any parity studies that are implemented in the future). As of now, that would increase the base to \$52,275 (based on the 2.5% COLA granted in 1995). The minimum salary would be further increased by any 1996 COLA that is approved. The minimum salary for the Department I position should be set the same as the Department II position.

For the record, in attendance at the meeting were John Berkich, City Manager; Mike Griffin, District Court Judge; Bill Milligan, Court Administrator; John Tatro, Justice of the Peace, Department II; and Robey Willis, Justice of the Peace, Department I.

--- Again, thanks for taking the time to meet with us. We appreciate your efforts in helping reach an amicable solution to what has been a rather unique problem for both the Court and the City in the past. Please let us know if there are any questions or if you need additional information.

attachments

LIMITED JURISDICTION COURT JUDICIAL SALARIES

(Full time judges, effective October 1, 2006)

Justice Courts

Township

Las Vegas (9 judges)	\$128,700 + 2% longevity (maximum 20%)
North Las Vegas (2)	\$128,700 + 2% longevity (maximum 20%)
Henderson (2)	\$128,700 + 2% longevity (maximum 20%)
Reno (5)	\$122,699 + 2% longevity (maximum 20%)
Sparks (2)	\$122,699 + 2% longevity (maximum 20%)
Carson City (2)	\$ 97,509 + 2% longevity (maximum 20%) and approximately \$2,000 in marriage fees for weddings outside normal business hours.
Elko (1)	\$107,456
Tahoe (1)	\$84,732 + 2% longevity (maximum 20%)
East Fork (1)	\$84,732 + 2% longevity (maximum 20%)
Laughlin (1)	\$83,655 + 2% longevity (maximum 20%)
Union (1)	\$75,000 (+ approximately \$3,200 in marriage fees)
Beatty (1)	\$65,012 + 1% longevity after 4 years
Pahrump (1)	\$65,012 + 1% longevity after 4 years
Tonopah (1)	\$65,012 + 1% longevity after 4 years
Dayton (1)	\$65,000 + 2% longevity (maximum 20%)
Argenta (1)	\$63,000 + 2% longevity (maximum 20%)
Esmeralda (1)	\$42,300 (no longevity)

Municipal Courts

Incorporated City

North Las Vegas (2)	\$138,841 + \$6,000 vehicle allowance and deferred compensation matched to \$4,000 (no longevity)
Reno (4)	\$133,322 + \$6,000 vehicle allowance and deferred compensation matched to 5% of salary (no longevity)
Las Vegas (6)	\$136,559 (no longevity)
Sparks (2)	\$127,333 + \$4,800 vehicle allowance (no longevity)
Henderson (3)	\$128,700 + deferred compensation matched to \$7,500 (no longevity)

Sec. 4.010 Justice Court; Carson City.

1. All provisions of NRS relating to justice courts shall apply to the Justice Court of Carson City.
2. There shall be one township in Carson City, which shall be coterminous with the boundaries of Carson City.
(Ch. 213, Stats. 1969 p. 304)

Sec. 4.030 Municipal Court: Judges.

1. The justices of the peace of Carson City are ex officio judges of the Municipal Court of Carson City which consists of at least two departments.
2. The Board of Supervisors may by ordinance establish a third department of the Municipal Court. The judge of this department must be:
 - (a) A resident of Carson City for a continuous 6-month period immediately preceding his election.
 - (b) A qualified elector.
3. If a third department of the Municipal Court is established, the municipal judge elected for that department serves for a term of 6 years.
4. The Board may appoint a municipal judge for a part-time or temporary position. The Board shall establish the hours of service for this position.
5. The salary of the judges of the Municipal Court must be fixed by the Board and be paid in the same manner as provided for other elected officers.
(Ch. 213, Stats. 1969 p. 304; A—Ch. 517, Stats. 1979 p. 1000; Ch. 313, Stats. 1983 p. 756; Ch. 118, Stats. 1985 p. 477; Ch. 96, Stats. 1997 p. 182)