



Agenda Report

June 24, 2002

TO: City Council

THROUGH: Finance Committee

FROM: City Manager

RE: Approval of the Creation of a Public Works Department and a Transportation Department, and Adoption of a Resolution Amending the Salary Resolution to Establish the Positions of Director of Public Works, Director of Transportation, and Assistant City Engineer, and to delete the positions of Director of Public Works and Transportation and Deputy Director for Transportation

RECOMMENDATION

It is recommended that the City Council:

1. Direct the City Attorney to prepare an Ordinance to repeal Title 2, Chapter 2.300 of the Pasadena Municipal Code to delete reference to the Public Works and Transportation Department and add two new Chapters to Title 2 to create the Public Works Department and the Transportation Department, with the department functions as described in Attachments A and B; and,
2. Adopt the attached Resolution amending the Salary Resolution to establish the new positions of Director of Public Works and Director of Transportation, both with a control rate of \$138,664, to convert the position of Deputy Director for Transportation to the new position of Assistant City Engineer at a control rate of \$115,435, and to delete the classification of Director of Public Works & Transportation; and,
3. Approve a journal voucher allocating funds from the unappropriated fund balances to the affected FY 2003 General Fund and non-General Fund budgets; and amend the FY 2003 operating budget to reflect the new organizational structure and the addition of one (1.0) FTE.

BACKGROUND

Transportation issues in the City of Pasadena have become increasingly complex and challenging over the past several years, and the City organization must be re-

structured to allow more focused work in these critical areas. The creation of a separate Transportation Department reflects the importance of transportation and traffic-related issues in the community, while still ensuring that the City's infrastructure is appropriately maintained. This action will create an additional FTE in the new classification of Director of Transportation, to oversee the functions of transportation planning and development, parking services, traffic engineering, and transit services.

An experienced consultant in the field of transportation will serve in the capacity of Interim Director of Transportation during the recruitment of a permanent director. Frances Banerjee most recently served as the General Manager for the City of Los Angeles Department of Transportation; her resume is included as Attachment C. Over the next two to three months, Ms. Banerjee will ensure that the City does not experience any delay in projects that are currently underway, and will assess and make recommendations regarding department work flow and organizational structure.

The new position of Director of Public Works will oversee the functions of capital projects, engineering, streets maintenance, integrated waste, building systems and facilities maintenance, parks and natural resources management, street construction projects, and the City Hall seismic retrofit project. This action will delete the existing Deputy Director for Transportation position and create the new position of Assistant City Engineer within the Public Works Department to manage the engineering design and construction of the \$30 million Federal and State 710 freeway mitigation projects, including the reconstruction of Arroyo Parkway as a City street.

FISCAL IMPACT

The fiscal impact of this action is estimated to be \$149,000 annually, including salary, benefits and associated personnel costs. No additional appropriations are required for FY 2002; the adopted FY 2003 budget will be amended to reflect the additional appropriations and the new organizational structure.

Respectfully Submitted,



CYNTHIA J. KURTZ
City Manager

Approved by:



KARYN S. EZELL
Director of Human Resources