

Agenda Report

September 27, 2010

TO: Honorable Mayor and City Council
FROM: Department of Human Resources
SUBJECT: ADOPTION OF A RESOLUTION AMENDING THE SALARY RESOLUTIONS RELATED TO CLASSIFICATIONS IN THE UNREPRESENTED GROUPS

RECOMMENDATION:

It is recommended that the City Council adopt a Resolution amending the Management Salary Resolutions to eliminate unused, obsolete classifications, to re-title certain current classifications, and to establish control rates and benefits for certain classifications.

BACKGROUND:

The City Council establishes by Resolution salaries and benefits for classifications which are not represented by a union. The City Council may amend the Salary Resolution from time to time to adjust salaries and benefits.

The attached Resolution provides for the following:

1. Establish the title and salary control rate of \$156,577 for the new classification of Deputy Director of Public Works (Confidential & Unclassified). This action will not create additional FTE's, instead two FTE's were combined to create this classification during the Fiscal Year 2011 budget process and the position will be filled through a competitive selection process. The new classification will oversee the following programs and services within the Public Works Department: Park Maintenance, Urban Forestry, Solid Waste, Street and Sewer Maintenance, Traffic Control, and Building and Fleet Maintenance.
2. Establish the title and salary control rate of \$135,688 for the new classification of Deputy Director of Human Services/Recreation and Neighborhoods (Confidential & Unclassified). This action will not create additional FTE's, instead one FTE will be utilized to create this classification and the position

will be filled by the promotional process. The new classification will oversee the following programs and services within the Human Services Department: Recreation, Community Center Services, Neighborhoods and Seasonal Programs.

3. The following classifications are obsolete and should be removed from the non-represented management salary resolutions: Chief Information Technology Officer, Supervising Plans Examiner, Nurse Practitioner and Forensic Services Supervisor.
4. Re-title the following classifications due to organization changes:
 - a. Change the Director of Planning and Development to Director of Planning;
 - b. Change the Senior Assistant City Attorney (Confidential) to Chief Assistant City Attorney (Confidential);
 - c. Change the Deputy Director of Planning and Development (Confidential) to Deputy Director of Planning (Confidential);
 - d. Change Deputy Director of Information Technology – Customer Service (Unclassified) to Deputy Chief Information Officer– Customer Service (Confidential & Unclassified);
 - e. Change Deputy Director of Information Technology – Operations (Unclassified) to Deputy Chief Information Officer – Operations (Confidential & Unclassified).
5. Adjust the salary control rate to \$184,404 for the classification of Chief Prosecutor which aligns the classification with internal relationships and reflects the City's labor market of comparable California public agencies. The salary paid to an individual employee who occupies the Chief Prosecutor position is established based on his or her performance and is approved by the City Attorney/City Prosecutor at a rate within the Control Rate set by City Council.

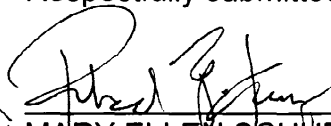
COUNCIL POLICY CONSIDERATION

This amendment to the Salary Resolution supports the City Council's strategic goal of maintaining fiscal responsibility and stability.

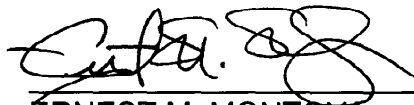
FISCAL IMPACT:

There is no fiscal impact to obsolete or re-title classifications. The Department of Public Works will save approximately \$108,797 during the Fiscal Year 2011 budget year. It is estimated there will be an additional annualized cost up to \$16,923 in the City Attorney/City Prosecutor's Department and an additional annualized cost up to \$7,307 in the Department of Human Services. The actual salary of individuals appointed to these positions could be less, depending on factors such as education and experience. The respective departments will absorb these costs in their operating budgets.

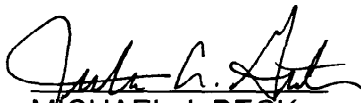
Respectfully submitted,


for MARY ELLEN SCHUBEL
Interim Director
Department of Human Resources

Prepared by:


ERNEST M. MONTOYA
Human Resources Manager

Approved by:


for MICHAEL J. BECK
City Manager

RESOLUTION NO. _____

A RESOLUTION AMENDING THE SALARY RESOLUTION ESTABLISHING SALARY AND BENEFITS FOR THE UNREPRESENTED EXECUTIVE, TOP, MIDDLE AND PROFESSIONAL MANAGEMENT CLASSIFICATIONS

BE IT RESOLVED by the City Council of the City of Pasadena that the Salary Resolution is amended as follows:

SECTION 1. Exhibit 3.05-E and Exhibit 3.10-E is amended to reflect the following control rates effective September 27, 2010:

Chief Prosecutor	\$184,404
Deputy Director of Public Works (C & U)	\$156,577
Deputy Director of Human Services/Recreation and Neighborhoods (C & U)	\$135,688

SECTION 2. Exhibit 3.10-E-1 and Exhibit 3.15-E-1 are amended to obsolete the following classifications effective September 27, 2010:

Chief Information Technology Officer
Supervising Fire Plans Examiner
Forensic Supervisor
Nurse Practitioner

SECTION 3. Exhibit 3.05-E and Exhibit 3.10-E is amended to re-title classifications:

Re-title the classification of Director of Planning and Development to Director of Planning

Re-title the classification of Senior Assistant City Attorney (C) to Chief Assistant City Attorney (C)

Re-title the classification of Deputy Director of Planning and Development (C) to Deputy Director of Planning (C)

Re-title the classification of Deputy Director of Information Technology – Customer Service (U) to Deputy Chief Information Officer– Customer Service (C & U)

Re-title the classification of Deputy Director of Information Technology – Operations (U) to Deputy Chief Information Officer – Operations (C & U).

This amendment shall be effective as of September 27, 2010.

Adopted by the following vote at the meeting of the City Council on September 27, 2010:

AYES:

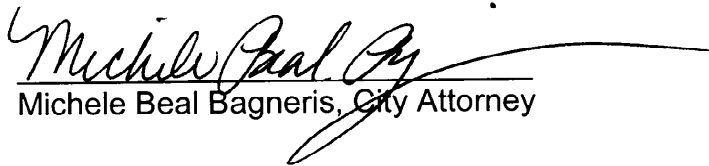
NOES:

ABSTAIN:

ABSENT:

Mark Jomsky, City Clerk

Approved as to Form:



Michele Beal Bagneris, City Attorney

**Exhibit 3.05
MANAGEMENT – EXECUTIVE**

Control Rates Effective March 31, 2008

<u>Classification</u>	<u>Control Rate</u>
Assistant City Manager	201,690
Chief Information Officer	181,523
Chief Prosecutor ¹	184,404
City Attorney/City Prosecutor	Established by Contract
City Clerk	Established by Contract
City Manager	Established by Contract
Director of Finance	192,059
Director of Human Resources	179,385
Director of Human Services and Recreation	160,601
Director of Libraries and Information Services	166,244
Director of Planning	192,059
Director of Public Health / Health Officer (C)	186,688
Director of Public Works	192,059
Director of Transportation	192,059

Adopted: September 27, 2010

MGT-EXEC

Classification

Control Rate

Fire Chief and Assistant Director of
Disaster Emergency Services

212,016

General Manager – Water and Power

208,882

Police Chief ²

228,008

¹ Salary effective September 27, 2010

² Salary effective June 21, 2010

Adopted: September 27, 2010

MGT-EXEC

3.05-E-2

**3.10-E-1 M-TOPNR Exhibit 3.10
MANAGEMENT/NON-REPRESENTED – TOP**

Control Rates Effective April 14, 2008 ¹

<u>Classification</u>	<u>Control Rate</u>
Assistant City Attorney (Confidential)	167,640
Assistant General Manager of Water & Power	180,371
Assistant to the City Manager	124,477
Budget Administrator	131,752
Chief Assistant City Attorney (Confidential)	184,404
City Auditor	135,778
City Treasurer	139,865
Controller (Confidential)	135,778
Deputy Chief Information Officer Technology (C&U) – Operations ³	136,103
Deputy Chief Information Officer (C&U) – Customer Service ³	129,298
Deputy Director of Human Services/Recreation And Neighborhoods (C& U)	135,688
Deputy Director of Planning (Confidential)	156,577
Deputy Director of Public Works (C & U)	156,577
Deputy Director of Public Health	135,688
Deputy Finance Director	156,577

Adopted: September 27, 2010

3.10-E-1

M-TOPNR

<u>Classification</u>	<u>Control Rate</u>
Deputy Fire Chief	161,845
Deputy Police Chief ²	179,847
Finance and Management Services Administrator	131,752
Human Resources Manager (Confidential)	131,752
Police Commander ²	160,578
Police Commander (Non-Sworn) ²	160,578
Power Distribution Superintendent	143,634
Public Service Administrator (Unclassified)	194,801
Public Service Administrator (Unclassified) - Sworn	194,801
Senior Assistant City Clerk	107,792
Senior Deputy City Attorney (Confidential)	147,562

¹ With the exception of the classification of Police Commander, Police Commander (Non-Sworn) and Deputy Police Chief, the control rates for classifications in the Management Non-Represented – Top will be increase as follows:

Effective April 11, 2011 4%

² The Control Rates Police Commander, Police Commander (Non-Sworn) and Deputy Police Chief are effective July 7, 2008.

³ Salary Effective August 16, 2010

Adopted: September 27, 2010

M-TOPNR

**Exhibit 3.15
MANAGEMENT/NON-REPRESENTED – MIDDLE**

Control Rates Effective April 14, 2008 ¹

<u>Classification</u>	<u>Control Rate</u>
Administrative Legal Secretary (Confidential)	72,686
Applications Development & Services Supervisor	119,188
Information Technology Operations Manager	127,448
Information Technology Manager – GIS	110,904
Information Technology Manager – Customer Service	110,904
Information Technology Manager – Program Management	119,469
Information Technology Manager – Infrastructure	128,033
Information Technology Manager – Applications	128,033
Information Technology Manager – Enterprise	128,033
Management Analyst V (Confidential)	107,792
Network Systems Supervisor	119,188
Payroll Services Manager (Confidential)	114,659
Police Administrator	104,706
Police Captain ²	149,665
Police Lieutenant ²	138,743

Adopted: September 27, 2010

M-MIDNR

<u>Classification</u>	<u>Control Rate</u>
Police Supervisor	73,812
Public Information Officer	107,793
Public Services Manager (Unclassified)	150,649
Public Services Manager (Unclassified) - Sworn	150,649
Senior Capital Projects Manager	134,352
Telecommunications Manager	119,188

¹ With the exception of the classification of Police Lieutenant and Police Captain, the control rates for classifications in the Management Non-Represented – Middle will be increase as follows:

Effective April 11, 2011 4%

² The Control Rates Police Lieutenant and Police Captain are effective July 7, 2008.

Adopted: September 27, 2010

M-MIDNR