

# Agenda Report

DATE: August 4, 2003

TO: City Council

FROM: City Manager

RE: Adoption of a Resolution Amending the Salary Resolution Creating the Titles and Salary Control Rates for the New Classifications of City Hall Seismic Retrofit Project Manager, Forensic Services Supervisor and Power Plant Shift Supervisor

## RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution amending the Salary Resolution to create titles and salary control rates for the new classifications of City Hall Seismic Retrofit Project Manager, Forensic Services Supervisor and Power Plant Shift Supervisor.

## BACKGROUND

To facilitate the hiring of a project manager for the City Hall retrofit project, staff chose to advertise the position using an existing classification that provided for the appropriate background and qualifications, but that did not adequately describe the scope of this assignment. While this choice allowed the City to fill this key position quickly with a highly qualified individual, it is now appropriate to create a classification that more closely reflects the work performed, and that is paid at a competitive rate. As the City Hall retrofit is a defined project, the proposed City Hall Seismic Retrofit Project Manager is a limited term classification.

The proposed classification of Forensic Services Supervisor will create a civilian first-line supervisory position over the Police Department Identification Technicians, converting an existing, vacant specialist classification that will be deleted. The new Supervisor position will be filled by promotion.

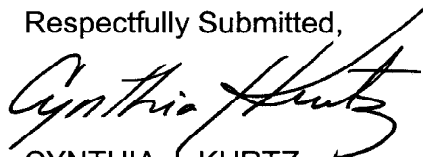
The proposed Power Plant Shift Supervisor classification will provide for 24-hour supervision of the power plant crews. Supervision of this function has been limited since the re-organization due to deregulation, and will become more critical, and more physically difficult, once the new gas turbines are on line and a second control room is

operating on the other side of the light rail line. This action will convert one vacant and five filled non-management positions into five Shift Supervisor positions. The new positions will be filled by promotion from within, and will result in a net reduction of one FTE.

FISCAL IMPACT

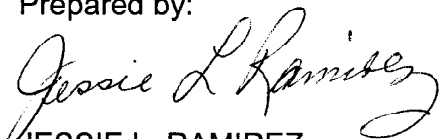
The fiscal impact is estimated to be approximately \$24,000 annually for the Power Plant Shift Supervisors, paid out of the Light and Power Fund; \$23,800 annually for the City Hall Seismic Retrofit Project Manager, paid out of the Capital Projects Fund; and \$16,000 annually for the Forensic Services Supervisor, paid out of the FY 2004 General Fund Operating Budget. Sufficient funds are available in the approved FY 2004 Water & Power and Police Department Operating Budgets and in the City Hall Seismic Upgrade Project Fund in the FY2004 Capital Improvement Program Budget, and additional appropriations are not necessary.

Respectfully Submitted,



CYNTHIA J. KURTZ  
City Manager

Prepared by:



JESSIE L. RAMIREZ  
Acting Management Analyst

Approved By:



KARYN S. EZELL  
Director of Human Resources