

Agenda Report

August 16, 2010

TO: Honorable Mayor and City Council

FROM: Department of Human Resources

SUBJECT: ADOPTION OF A RESOLUTION AMENDING THE SALARY RESOLUTION TO ESTABLISH CLASSIFICATION TITLES AND COMPENSATION CONTROL RATES FOR VARIOUS NEW CLASSIFICATIONS IN THE UNREPRESENTED EXECUTIVE, TOP AND MIDDLE MANAGEMENT GROUPS FOR POSITIONS IN THE DEPARTMENT OF INFORMATION TECHNOLOGY

RECOMMENDATION:

It is recommended that the City Council adopt the attached Resolution amending the Salary Resolution to establish classification titles and compensation control rates for various new classifications in the Unrepresented Executive, Top and Middle Management groups for positions in the Department of Information Technology.

BACKGROUND:

On February 8, 2010, the City Council adopted an Ordinance establishing the new Department of Information Technology. Over the last several months, staff has been reorganized, the operating budget has incorporated the necessary changes, and new initiatives, processes and procedures have begun. As part of this reorganization ten (10) Information Technology (IT) sections will eventually be consolidated into six (6) IT sections which will provide citywide support. Based on the recommendations of the Interim Chief Information Officer and the assessment prepared by Pacific Technologies Inc. the newly created six sections will consist of Applications, Infrastructure, Enterprise, Program Management, GIS and Customer Service. These areas are designed to streamline processes and operations, reduce the number of citywide IT help desks, increase citywide application, enterprise, infrastructure and GIS support, and the IT department will have the ability to effectively manage IT projects, licenses and resources.

Establishing an IT department led by a Chief Information Officer, who is responsible for maintaining the City's IT vision and direction will provide executive level input regarding IT resources, capabilities, and opportunities. Having IT centralized will allow the city to leverage IT in regards to new technologies, provide cost effective IT support and develop plans for upgrading applications and systems.

This action will convert existing FTE's into the new classifications noted in the attached, which better reflects the direction and priorities of the new department. Several current classification titles will become obsolete as the new positions are filled by competitive processes; those classifications will be eliminated from the Salary Resolution at a future date.

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 as appropriate. Classification control rates are determined by comparing similar classifications and organizational structures within our labor market of comparable California public agencies. The attached Resolution will create the salary control rates effective August 16, 2010, to establish market competitiveness at the 75th percentile. In addition, IT benchmarks were established and internal relationships were reviewed to determine compression with other classifications throughout the City. The attached Resolution establishes new classification titles and salary control rates for classifications in the Unrepresented Executive, Top and Middle Management groups consistent with a recent labor market survey and existing internal salary relationships.

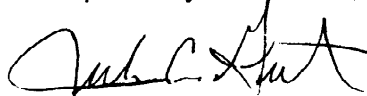
COUNCIL POLICY CONSIDERATION

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

FISCAL IMPACT:

Sufficient funds exist in fund 501 (Computing and Communications Fund) to cover the salaries. To calculate the fiscal impact the total annualized salary amount of the revised positions was compared against the existing positions. It is estimated that the additional annualized cost will be approximately \$190,000. This figure reflects the salary control rates for the new classifications, however employees are generally appointed below the control rate, based on their education and experience. The actual fiscal impact is expected to be less than the figure noted for this fiscal year.

Respectfully Submitted,



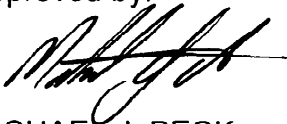
JULIE A. GUTIERREZ
Assistant City Manager

Prepared by:



Ernest Montoya
Human Resource Manager

Approved by:



MICHAEL J. BECK
City Manager

RESOLUTION NO. _____

A RESOLUTION AMENDING THE SALARY RESOLUTION ESTABLISHING
SALARY FOR THE UNREPRESENTED CLASSIFICATIONS OF EXECUTIVE,
TOP AND MIDDLE GROUPS

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-1 is amended to reflect the following control
rates effective August 16, 2010:

<u>Classification</u>	<u>Control Point</u>
Chief Information Officer	181,523

SECTION 2. Exhibit 3.10-E-1 is amended to reflect the following control
rates effective August 16, 2010:

<u>Classification</u>	<u>Control Point</u>
Deputy Director of IT (U) – Operations	136,103
Deputy Director of IT (U) – Customer Service	129,298

SECTION 3. Exhibit 3.15-E-1 is amended to reflect the following control
rates effective August 16, 2010:

<u>Classification</u>	<u>Control Point</u>
IT Manager – GIS	110,904
IT Manager – Customer Service	110,904
IT Manager – Program Management	119,469
IT Manager – Infrastructure	128,033
IT Manager – Applications	128,033
IT Manager – Enterprise	128,033

This amendment shall be effective as of August 16, 2010.

Adopted by the following vote at the meeting of the City Council on August 16, 2010:

AYES:


NOES:

ABSTAIN:

ABSENT:

Mark Jomsky, City Clerk

Approved as to Form:



Michelle Beal Bagners, City Attorney

**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
City Auditor	135,778
City Treasurer	139,865
Controller (Confidential)	135,778
Deputy Director of Information Technology (Unclassified) – Operations	136,103
Deputy Director of Information Technology (Unclassified) – Customer Service	129,298
Deputy Director of Planning & Development (Confidential)	156,577
Deputy Director of Public Health	135,688
Deputy Finance Director	156,577
Deputy Fire Chief	161,845
Deputy Police Chief ²	179,847
Finance and Management Services Administrator	131,752
Human Resources Manager (Confidential)	131,752
Adopted: August 16, 2010	M-TOPNR

<u>Classification</u>	<u>Control Rate</u>
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 Attorney	184,404
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.

Adopted: August 16, 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
Forensic Services Supervisor	92,474
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: August 16, 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
Supervising Fire Plans Examiner	114,953
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: August 16, 2010

M-MIDNR

**Exhibit 3.05
MANAGEMENT – EXECUTIVE**

Control Rates Effective August 9, 2010

<u>Classification</u>	<u>Control Rate</u>
Assistant City Manager	201,690
Chief Information Officer	181,523
Chief Prosecutor ¹	167,481
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 and Development	192,059
Director of Public Health / Health Officer (C)	186,688
Director of Public Works	192,059
Director of Transportation	192,059

Adopted: August 16, 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

228,008

¹ Salary effective April 2, 2007

Adopted: August 16, 2010

MGT-EXEC

3.05-E-2