



Legislation Text

File #: 15-266, **Version:** 1

Adopt City Council Resolution Establishing a Compensation Plan and Terms and Conditions of Employment for Exempt Mid-Management Classifications

The attached resolution modifies the current resolution establishing terms and conditions of employment for exempt, mid-management classifications. The modifications are shown in highlighted text and accomplish the following:

1. The "Acting City Clerk" and "Special Projects Manager" classifications are added to the mid-management compensation schedule.
3. The salaries of all of the mid-management positions except the Police Lieutenant and the Operations Manager are banded at the salary level currently assigned to the Senior Government Accountant. (Note: The Associate City Engineer position is currently vacant and its salary would be very slightly reduced.)
4. The resolution is "cleaned up" to reflect the Council's commitment to funding the Noyo Center Executive Director position through the pay period ending September 5, 2015.
5. The resolution is "cleaned up" to clarify that the term "retiree" as defined in Section 3.1(E) only applies to employees with a minimum of ten years continuous employment with the City. This clarification has been made in the MOUs and employment resolutions for all of the other employee groups.

The Acting City Clerk and Special Projects Manager positions are authorized by a separate resolution presented to the Council on the July 13, 2015 consent calendar. This resolution is necessary to establish the compensation plan for the two new mid-management positions. The City Manager recommends that the compensation schedules for the mid-management classifications (excepting the Lieutenant and Operations Manager) be banded, similar to the banding of Department head salaries (which are banded, except for the Police Chief). The resolution would band the salaries at the level currently assigned to the Senior Government Accountant position. The Lieutenant and Operations Manager are compensated at higher levels due to the breadth of their supervisory responsibilities. No changes are proposed to the Lieutenant and Operations Manager compensation schedules.

The resolution is also modified to clarify that the Noyo Center Executive Director position is established through September 5, 2015 and that, as with other mid-management positions, a 1.5% salary adjustment was implemented effective July 12, 2015. As this position is temporary and will be eliminated in less than two months, it is not proposed to be banded with the other mid-management classifications.

At this time, it is uncertain what, if any, budget implications the proposed modifications to the mid-management compensation plan will have in FY 2015-16. While there may be an overlap between the Acting City Clerk and the City Clerk, the reclassification of the position from executive management to mid-management will result in an overall salary savings. The Special Projects Manager position in Community Development will replace the Housing & Economic Development Coordinator with a higher-paid classification. Because of salary savings as a result of vacant positions in the Community

Development Department, a budget adjustment is not expected to be needed in FY 2015-16.

The Council's Personnel Committee reviewed the proposed compensation schedule for the Acting City Clerk and Special Projects Manager, as well as the proposal that the mid-management classifications (with the exception of the Police Lieutenant and Operations Manager) be banded. The Committee recommended that the changes be brought forward for Council approval.