



DATE: September 15, 2016

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised City Classification and Salary Plan for Fiscal Year 2017 – Updated September 15, 2016

RECOMMENDATION

That the Personnel Commission, after a public hearing, reviews and adopts a revised classification plan for each position in the City's classified service for Fiscal Year 2017.

That the Personnel Commission, after a public hearing, recommends to the City Council for adoption a revised salary plan for each position in the City's classified service for Fiscal Year 2017.

BACKGROUND/DISCUSSION

As required by the Municipal Code, the Salary Plan for FY 2017 has been updated to reflect all of the classifications in the City's classified service, including the title change for Noise Abatement Analyst and the addition of the Utilities Engineering Manager. The following changes were made:

1. Noise Abatement Analyst retitled to Airport Operations Specialist.
2. The Utilities Engineering Manager is a new classification created in the FY 2017 adopted budget to provide management oversight to project conceptualization, planning, design, and services during construction of utilities projects. The Utilities Engineering Manager will oversee implementation of the Utilities Capital Improvement Program, directing the work of Senior Utilities Engineers and Assistant/Associate Civil Engineers. The salary for the Utilities Engineering Manager is \$64.07 at Step 1 and \$77.88 at Step 5, which is set internally to be comparable to the Transportation Manager classification.

FISCAL IMPACT

There is no recommended change to salary related to the title change of Noise Abatement Analyst to Airport Operations Specialist.

The addition of the Utilities Engineering Manager classification results in a net fiscal increase of approximately \$243,000 annually. This classification will be funded entirely from the City's Enterprise Funds with no impact to the General Fund.

Prepared by: Anthony Phillip, Human Resources Analyst I

Recommended by: Nina S. Collins, Director of Human Resources

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

Kelly McAdoo, City Manager