



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: April 20, 2010

TO: Mayor and Councilmembers

FROM: Administrative Services Department

SUBJECT: Amendment To The Position And Salary Control Resolution For Fiscal Year 2009-10, Affecting The Airport, Community Development, Library, Public Works, And Waterfront Departments

RECOMMENDATION:

That Council adopt, by reading of title only, A Resolution of the Council of the City of Santa Barbara Amending Resolution No. 09-044, the Position and Salary Control Resolution for Fiscal Year 2009-10, Affecting the Airport, Community Development, Library, Public Works and Waterfront Departments Effective April 20, 2010.

DISCUSSION:

A. Title Change for the Public Works Administrative Officer:

In August 2009, the Public Works Administrative Officer retired. At that time, this position (salary range 451) was reorganized and filled at the Accounting Manager-level (salary range 437). Public Works would like to change the title of this reorganized position to Public Works Business Manager to make it consistent with other similar positions in the City, such as the Parks & Recreation Business Manager and the Waterfront Business Manager. The new salary range for the Public Works Business Manager is 7% lower than the Public Works Administrative Officer position. Assuming that both employees were at the top step of their ranges, there will be an annual salary savings of \$8,406 with this change.

B. Change Fifteen (15) Supervisory Classifications from Classified to Un-Classified Status When Vacant:

The City has 65 supervisory classifications. 50 of these classifications are Un-classified while the remaining 15 classifications are covered by the Civil Service system (Classified).

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A Classified employee has a “property right” (employment right) to his/her position and may not be disciplined without “due process.” Therefore a regular (non-probationary) Classified employee is entitled to a notice of intended discipline, a *Skelly* hearing (pre-disciplinary meeting) and an appeal hearing before the Civil Service Commission before he/she may be demoted, suspended or dismissed.

An unclassified employee is an “at-will” employee and may be dismissed, demoted or suspended without a Civil Service Commission hearing. It is the industry standard for manager and supervisor positions to be unclassified.

At this time the City would like to change the status of 15 classifications to Un-classified in order to be consistent with the majority of supervisory positions in the City. The Supervisors’ Association has approved these changes.

This change to Un-classified status will only affect new supervisors hired or promoted into one of these 15 classifications, including the new Wastewater Treatment Superintendent and new Water Treatment Superintendent. Employees currently holding these Classified positions will retain their Civil Service status until they vacate the position. The 15 supervisory classifications are:

1. Airport Patrol Supervisor
2. Facilities Maintenance Supervisor
3. Fleet Services Supervisor
4. Laboratory Supervisor
5. Maintenance Supervisor I
6. Maintenance Supervisor II
7. Senior Librarian
8. Senior Planner I
9. Senior Planner II
10. Survey Party Chief
11. Treatment Plant Technician Supervisor
12. Wastewater Treatment Superintendent
13. Wastewater Treatment Supervisor
14. Water Treatment Superintendent
15. Water Treatment Supervisor

C. Reclassification of the Underground Service Alert (USA) Technician position in Water Distribution:

The Water Distribution Division of Public Works requested a reclassification study be conducted of the USA Technician position (salary range 302: \$1,875.72 – \$2,279.94 biweekly). This study was conducted by Human Resources and a recommendation was made to reclassify this vacant position to a Reclamation Specialist. The Reclamation Specialist position will be created at salary range 290: \$1,766.75 - \$2,147.50 bi-weekly.

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BUDGET/FINANCIAL INFORMATION:

The status changes for the 15 supervisory classifications from Classified to Un-classified have no fiscal impact. The title change for the Public Works Business Manager will result in a cost savings. The Underground Service Alert position is currently vacant so there has been a salary savings thus far this fiscal year.

PREPARED BY: Christie Lanning, Human Resources Analyst

SUBMITTED BY: Marcelo Lopez, Assistant City Administrator/Administrative Services

APPROVED BY: City Administrator's Office