



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JUNE 19, 2018**

FROM: HUMAN RESOURCES DEPARTMENT **WARDS: ALL**

SUBJECT: REVISIONS TO THE MASTER FRINGE BENEFITS AND SALARY PLAN TO REINSTATE THE CLASSIFICATION AND SALARY FOR DEPUTY CITY MANAGER

ISSUE:

Approve revisions to the Citywide Fringe Benefits and Salary Plan to reinstate the classification and salary for Deputy City Manager.

RECOMMENDATION:

That the City Council:

1. Approve the reinstatement of the Deputy City Manager classification and salary range; and
2. Adopt the attached Resolution amending the Master Fringe Benefits and Salary Plan as outlined in Exhibit A and B attached thereto.

BACKGROUND:

At the request of City Manager's Office, the Human Resources Department recommends the Deputy City Manager job classification, previously removed in 2012, be reinstated.

DISCUSSION:

If approved, the proposed Deputy City Manager job classification would be a member of the Executive bargaining unit. The position will assist the Assistant City Manager and City Manager job classifications with the coordination of the overall administrative activities and operations of the City.

Additionally, the Human Resources Department recommends a revision to the Fringe Benefit and Salary Plan to identify this classification as being eligible to receive automobile allowance, consistent with similar classification levels across the organization. The salary range placement

will be consistent with the current salary range for Library and Museum Directors, for internal parity purposes, with a minimum monthly of \$10,166 and maximum monthly of \$14,609.

FISCAL IMPACT:

There is no fiscal impact to the proposed reinstatement of the Deputy City Manager job classification. The re-establishment of the position will provide future flexibility and potential cost savings opportunities for the City Manager's Office.

Prepared by:	Stephanie Holloman, Human Resources Director
Certified as to availability of funds:	Adam Raymond, Chief Financial Officer/Treasurer
Approved by:	Al Zelinka, City Manager
Approved as to form:	Gary G. Geuss, City Attorney

Attachments:

1. Resolution Amending the Fringe Benefits and Salary Plan
 - Exhibit A – Job Code Table
 - Exhibit B - Automobile Allowance Table