

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: CHRISTOPHER JEFFERY, HUMAN RESOURCES ANALYST,
HUMAN RESOURCES DEPARTMENT

SUBJECT: AMENDMENT TO SALARY PLAN TO INCREASE SALARY
RANGE OF DEPARTMENT INFORMATION TECHNOLOGY
SUPERVISOR

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Human Resources Department that the Council, by Resolution, amend the City Classification and Salary Plan to increase the annual salary range of the Department Information Technology Supervisor to a salary range of \$86,067.00 – \$90,365.00 – \$94,884.00 – \$99,639.00 - \$104,632.00.

EXECUTIVE SUMMARY

On January 24, 2017, City Council unanimously approved an amendment to the FY 2016-17 adopted budget, salary plan, and number of authorized positions. One request in the staff report was to create a new classification of Department Information Technology Supervisor with a salary range of \$83,968.00 - \$88,161.00 - \$92,570.00 - \$97,209.00 - \$102,080.00 annually to provide direct supervision of five positions in the Water Department's Asset Management Team and reclassify one vacant full time (1.0 FTE) Senior Programmer Analyst position in the Water Department to this new classification. The salary range was intended to match the Senior Programmer Analyst. Due to an error, the salary range did not incorporate the most recent Cost of Living Adjustment provided for that classification which adjusted the salary range to \$86,067.00 – \$90,365.00 – \$94,884.00 – \$99,639.00 - \$104,632.00. This action corrects that error.

BACKGROUND

The City received approval for the addition of one Senior Programmer Analyst (SPA) in the Water Department budget for FY 2016-17. After careful consideration, it was determined that a new classification of Department Information Technology Supervisor would be more appropriate than the existing classification. On January 24, 2017, as

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part of the Fiscal Year 2016-17 Budget Amendment, City Council approved the creation of the Department Information Technology Supervisor Classification and reclassified one vacant full time (1.0 FTE) Senior Programmer Analyst position in the Water Department to this new classification with the same salary range. Due to an error, the salary range did not incorporate the most recent Cost of Living Adjustment provided for that classification which should have been a step salary range of \$86,067.00 – \$90,365.00 – \$94,884.00 – \$99,639.00 - \$104,632.00.

PRIOR CITY COUNCIL REVIEW

This item was reviewed and approved by the City Council on January 24, 2017, item 14.1, through Resolution number RES-2017-007.

ANALYSIS

This item corrects an error in the salary range of the Department Information Technology Supervisor Classification.

Human Resources recommends the Department Information Technology Supervisor salary range be amended to step salary range of \$86,067.00 – \$90,365.00 – \$94,884.00 – \$99,639.00 - \$104,632.00 annually, which matches the prior budgeted classification of Senior Programmer Analyst. Funding exists in the current year budget and there is no annual budget impact as a result of this classification.

FISCAL IMPACT

There is no fiscal impact because it was already budgeted and approved in the Fiscal Year 16/17 budget.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution

CONTACT

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