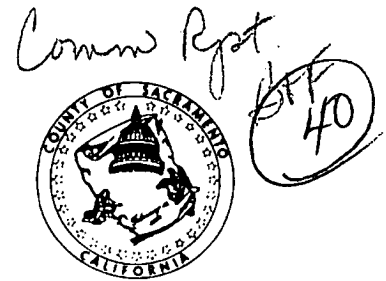


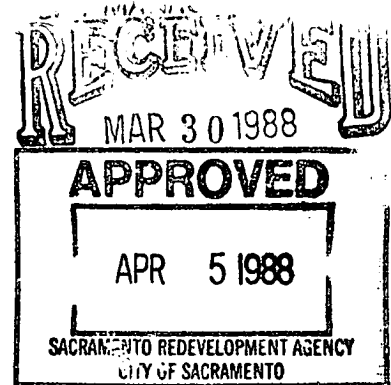
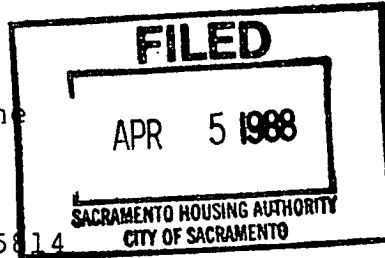


SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY



March 21, 1988

Redevelopment Agency of the
City of Sacramento
Housing Authority of the
City of Sacramento
Sacramento, California 95814



Honorable Members in Session:

SUBJECT: Proposed Organizational Changes in the Department of
Community Development

SUMMARY

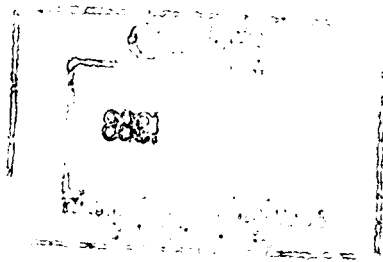
This report proposes various organizational and budget changes to the Department of Community Development. These proposed changes are the result of the need to streamline the neighborhood development section, and the need to handle the increased project workload in both the Downtown and neighborhood development sections. The staff recommends approval of the attached resolution amending the 1988 Agency Budget and authorizing the Executive Director to implement the subject organizational changes necessary.

BACKGROUND

In the last several months, staff has been reviewing the organizational structure of the Department of Community Development. The primary basis for this review was to: 1) attempt to streamline the organization and communication link with the Director of Community Development and staff; and 2) to provide additional staff assistance, at senior level, to the Downtown Area due to upcoming major development projects.

Over the past several years, the functions of the Community Development Department have changed from a planning mode to a project implementation mode. Our staffing demands have changed concomitantly. The 'verticalness' of the organization as structured has not proven most effective in the project implementation mode. Instead, there has seen an increasing need for senior level staffers who have the skills to see major complex construction/development deals through to completion. The overall organizational structure of the Community Development Department needed to be reviewed with this regard.

4-5-88
All Districts



2000

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Governing Bodies
March 21, 1988
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In Downtown, activities and projects are increasing at a rapid rate. With the completion of the K Street Transit Mall, the Hyatt Regency Hotel and other activities, Downtown is experiencing tremendous development interest. The Agency anticipates the Central Library, Parcel D-1, Capitol Mall Lot A, the R Street Corridor, Docks/Waterfront Area, and others to come on-line over the next twelve months. The incidence of these major projects increases the demand for a horizontal, project manager, type organizational structure in Downtown.

Similar problems are incident in the neighborhood areas as well. The existing structure presented too many layers, and as a result, information was not effectively being transmitted. The proposed organizational chart, Exhibit I, basically establishes the senior (project manager) level positions required. The direct links between the project managers and the Assistant Director and Director will allow for better communications and will facilitate project related decisions on a real time basis throughout the system.

To specifically address the need for senior level assistance of the full array of downtown and neighborhood development activities, an upper level management position is proposed to be created and assigned to the Deputy Director. By simultaneously eliminating the Chief of Neighborhood Development position and creating this new position, we can decrease the "verticalness" of the neighborhood unit and place one of our most capable people at the "project" implementation level with the Deputy Director. By bringing the Alkali PAC director into the Agency and converting one interim position in the neighborhoods to full-time, we can also provide the Project Manager-Neighborhood Development position the assistance it needs in the neighborhood areas so that attention can be focussed on project implementation.

Additionally, the existing Alkali Flat PAC Office lease will be up in September, 1988, with one year extension until 1989. At that time, staff would like to consider closing the office and moving the existing staff to other responsibilities within the Agency organization. This closing of the office will be part of the phasing out of the Alkali Flat Redevelopment Project Area because the redevelopment of the project is nearing completion.

Overall, we feel these changes will assist with the operation and management of this Agency.

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FINANCIAL DATA

Exhibit II is a detailed position and budget breakdown of the proposed organizational change. Generally, the budget implications of the changes amount to approximately \$77,628. Of this amount, \$56,802 pertains to the positions' salaries, and the balance of \$20,826 is for fringe benefits. Increased costs will be distributed between neighborhood tax increments, CDBG and Downtown tax increments. Staff is suggesting that the Agency's 1988 budget be amended during the mid-year to reflect the respective increases to the program. In addition, the total staff changes amount to one additional new position.

POLICY IMPLICATION

The action(s) proposed in this staff report are consistent with previously approved policy and there are no policy changes being recommended.

ENVIRONMENTAL REVIEW

No environmental review is required for organizational changes.

VOTE AND RECOMMENDATION OF COMMISSION

At its regular meeting of March 28, 1988, the Sacramento Housing and Redevelopment Commission adopted a motion recommending approval of the attached resolution. The votes were as follows:

- AYES: Glud, Amundson, Pettit, Sheldon, Simon, Simpson,
Wiggins, Wooley, Yew, Moose
- NOES: None
- ABSENT: None

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RECOMMENDATION

The staff recommends adoption of the attached resolution approving the proposed organizational changes and amendments to the Agency's 1988 budget to reflect the re-structure. It is also recommended that the Executive Director be given the authority to proceed with the changes and the budget be amended during the mid-year report due in June, 1988.

Respectfully submitted,

William H. Edgar
WILLIAM H. EDGAR
Executive Director

WHE/TVL:cmc

TRANSMITTAL TO COUNCIL:

Walter J. Slipe

WALTER J. SLIPE
City Manager

Contact Person: John Molloy, 440-1357

2455WPP1(17)

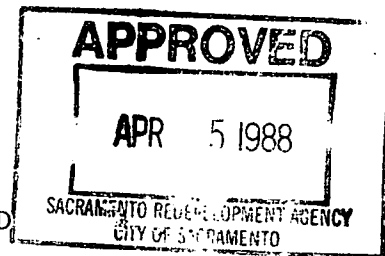
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RESOLUTION NO. 88-631

ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO

ON DATE OF

April 5, 1988



APPROVING BUDGET MODIFICATIONS AND
STAFF REORGANIZATION OF
COMMUNITY DEVELOPMENT DEPARTMENT

BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO:

Section 1. The reorganization plan, staff changes, and related budget modifications outlined in the staff report entitled "Proposed Organizational Changes in the Department of Community Development," are hereby approved.

Section 2. The Executive Director is authorized to take all steps necessary to implement those changes.

CHAIR

ATTEST:

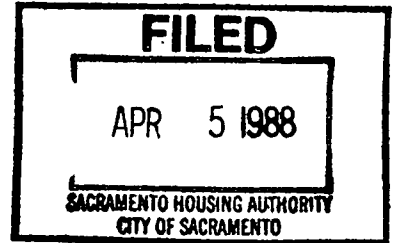
SECRETARY

RESOLUTION NO.

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO
ON DATE OF

April 5, 1988

APPROVING BUDGET MODIFICATIONS AND
STAFF REORGANIZATION OF
COMMUNITY DEVELOPMENT DEPARTMENT



BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF
SACRAMENTO:

Section 1. The reorganization plan, staff changes, and related budget modifications outlined in the staff report entitled "Proposed Organizational Changes in the Department of Community Development," are hereby approved.

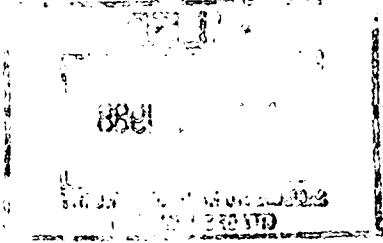
Section 2. The Executive Director is authorized to take all steps necessary to implement those changes.

CHAIR

ATTEST:

SECRETARY

1100WPP2(114)



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PROPOSED ORGANIZATION

(7)

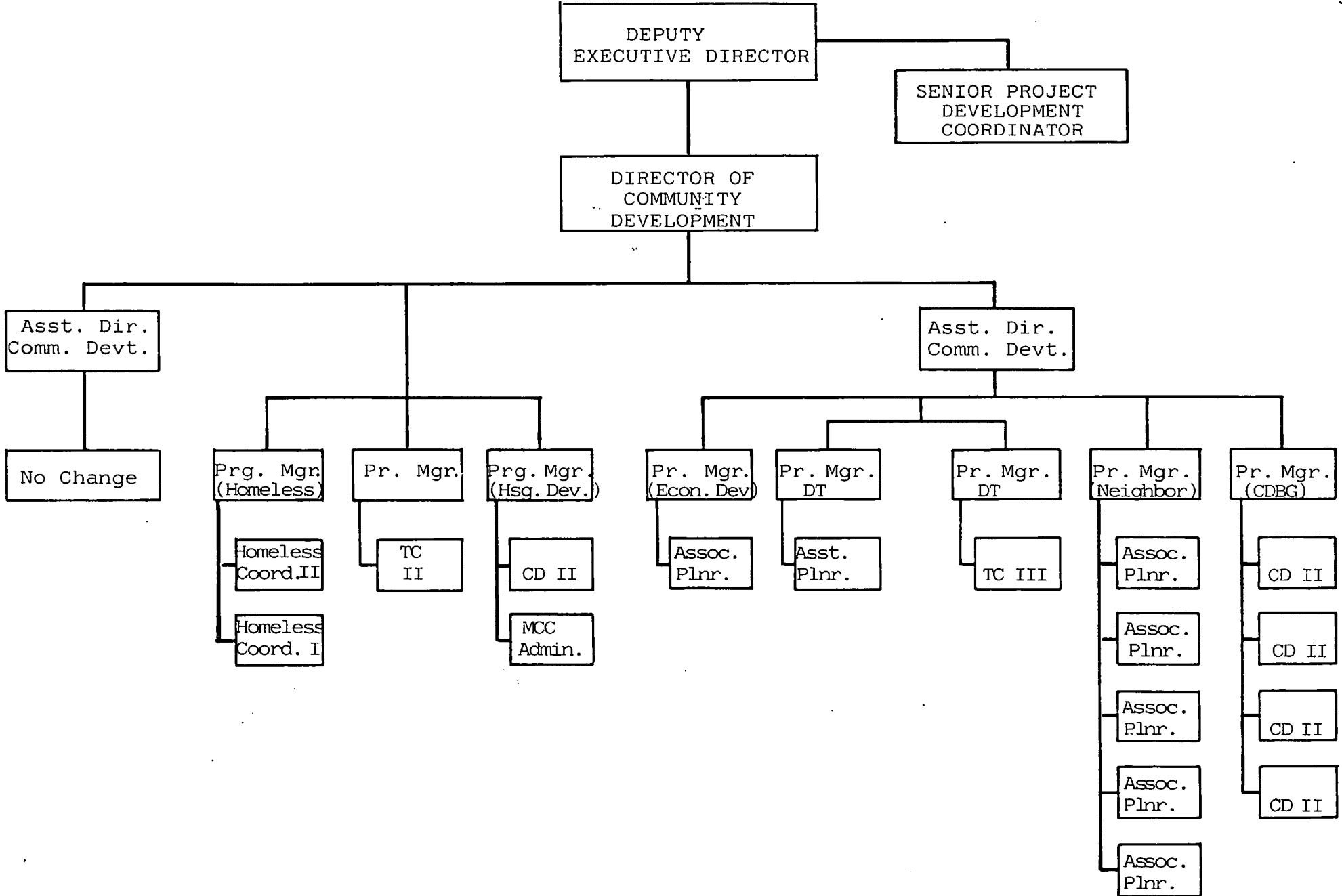


Exhibit II

Position Summary

<u>Currently Budgeted</u>	<u>Proposed</u>	<u>Inc. (Dec.) Dollar Costs</u>
Deputy Exec. Director	Deputy Exec. Director	-0-
-----	Sr. Proj. Dev't. Spec.	\$52,793
Director Comm. Dev.	Director Comm. Dev.	-0-
Asst. Dir. Comm. Dev.	Asst. Dir. Comm. Dev.	-0-
Asst. Dir. Comm. Dev.	Asst. Dir. Comm. Dev.	-0-
Prog. Mgr. Homeless	Prog. Mgr. Homeless	-0-
Homeless Spec. II	Homeless Spec. II	-0-
Homeless Spec. I	Homeless Spec. I	-0- (.75x)
Senior Planner	Prog. Mgr. Housing Dev.	-0-
Prog. Mgr. Housing Fin.	Prog. Mgr. Housing Fin.	-0-
Program Analyst	Program Analyst	-0- (LT)
CD II	CD II	-0-
Prog. Mgr. Econ. Dev.	Prog. Mgr. Econ. Dev.	-0-
Associate Planner	Associate Planner	-0-
Senior Planner	Prog. Mgr. DT. Redev.	-0-
Assistant Planner	Prog. Mgr. DT. Redev.	6,307
Assistant Planner	Assistant Planner	-0-
Chief Neigh. Dev.	-----	(52,793)
-----	Prog. Mgr. Neigh. Dev.	43,393

Associate Planner	Associate Planner	-0-
Associate Planner	Associate Planner	-0-
Associate Planner	Associate Planner	-0-
-----	Associate Planner	37,086
Assistant Planner (LT)	Associate Planner	6,198
PAC Director	-----	(36,182)
Prog. Mgr. CDBG	Prog. Mgr. CDBG	-0-
CD I/II	CD I/II	-0-
CD I/II	CD I/II	-0-
CD I/II	CD I/II	-0-
CD I/II	CD I/II	-0-
<hr/>	<hr/>	<hr/>
27.0	28.0	\$56,802
		<u>+20,826</u>
		\$77,628

2455WPP1(17)

Date	Description	Amount
1950
1951
1952
1953
1954
1955
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1962

\$57,059