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DEPARTMENT OF
PERSONNEL

CITY OF SACRAMENTO
CALIFORNIA

801 NINTH STREET
ROOM 210
SACRAMENTO, CA
95814-2693

PERSONNEL MANAGEMENT
SERVICES DIVISION

APPROVED
BY THE CITY COUNCIL

916-449-5726

July 10, 1990

JUL 10 1990

DONNA L. GILES
DIRECTOR OF
PERSONNEL

City Council
Sacramento, California

OFFICE OF THE
CITY CLERK

Honorable Members in Session

SUBJECT: NEW CLASSIFICATION - NEIGHBORHOOD IMPROVEMENT COORDINATOR

SUMMARY

The report recommends salary and bargaining unit placement for the new classification of Neighborhood Improvement Coordinator. The class will be responsible for assisting citizens in identified neighborhoods in the development and coordination of neighborhood improvement and preservation programs.

BACKGROUND AND ANALYSIS

In 1985, the current Neighborhood Services Division was formed in response to a need to have one division that would coordinate all the zoning, nuisance, litter, and weed abatement enforcement with the goal of improving the quality of neighborhoods by taking proactive measures to clean up certain trouble areas. While many problems still exist in the City and there are abatement cases to keep our Nuisance Abatement Officers busy for a long time, the Division is ready to begin the next phase of the City's neighborhood improvement program by hiring new employees who will assist and educate local residents in the organizational skills and methods necessary for implementing neighborhood preservation programs.

In order to begin with these programs, the new class of Neighborhood Improvement Coordinator was established by the Civil Service Board on July 3, 1990. The new class will be responsible for analyzing community or neighborhood needs, meeting with other organizations and agencies to coordinate efforts and resources, and making presentations to citizens and public and private groups.

It is proposed that the salary for the new class be set at \$2,291.12 - \$2,784.95 per month which is the same range as Public Information Coordinator, a class with a comparable level of responsibility. It is also proposed that the new Neighborhood Improvement Coordinator class be placed in the Office and Technical Unit as are most of the other Neighborhood Services classes.

Local 39 has reviewed the salary and bargaining unit placement recommendations and is in agreement.

No conflict of interest disclosure is necessary for this classification.

FINANCIAL IMPACT

There will be no financial impact because funds for the new classification have been appropriated in the current budget.

POLICY CONSIDERATIONS

None.

MBE/WBE EFFORTS

No impact.

RECOMMENDATION

It is recommended that the City Council amend Resolution 90-008 to establish a salary of \$2,291.12 - \$2,784.95 per month for the new class of Neighborhood Improvement Coordinator and that the class be placed in the Office and Technical Unit.

Respectfully Submitted,


Donna L. Giles
Director of Personnel

RECOMMENDATION APPROVED:


Walter J. Slipes, City Manager

Contact Person to Answer Questions:
Bronda Silva, Sr. Personnel Analyst, 5824

All Districts
7/10/90

RESOLUTION NO. 90-537

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF July 10, 1990

AMENDING RESOLUTION 90-008 RELATING TO SALARY SCHEDULES, EMPLOYER-EMPLOYEE RELATIONS POLICY, AND DESIGNATION OF EXEMPT JOB CLASSIFICATIONS

APPROVED
BY THE CITY COUNCIL

JUL 10 1990

OFFICE OF THE
CITY CLERK

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT RESOLUTION 90-008 IS AMENDED AS FOLLOWS, EFFECTIVE JULY 14, 1990:

Section 1.

Exhibit A, Salary Schedules, Schedule #16, Office and Technical, salaries is amended by the addition of the classification of Neighborhood Improvement Coordinator with a salary of \$2,291.12 - \$2,784.95 per month.

Section 2.

Exhibit B, Employer-Employee Relations Policy, is amended by the addition of the classification of Neighborhood Improvement Coordinator to the Office and Technical Unit.

ATTEST:

CITY CLERK

MAYOR

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____