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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

January 30, 1990

916-449-5726

City Council
Sacramento, California

FEB 6 1990

DONNA L. GILES
DIRECTOR OF
PERSONNEL

OFFICE OF THE
CITY CLERK

Honorable Members in Session

SUBJECT: CONVERSION OF MANAGEMENT POSITIONS TO EXEMPT STATUS

SUMMARY

This report recommends converting six managerial classifications - Refuse Collection General Supervisor; Street Cleaning General Supervisor; Street Maintenance General Supervisor; Traffic Signs and Markings General Supervisor; Librarian IV; and Supervisor, Records Section - from civil service to exempt status.

BACKGROUND AND ANALYSIS

There are a handful of classifications in the City which are clearly managerial yet have civil service status. Most of the classifications are designated as Management under the Employer-Employee Relations Policy, and incumbents receive the same Management benefit package which their exempt peers receive. However, being civil service, these incumbents also have property rights, which give the incumbents formal discipline appeal rights. It is inconsistent for a classification to be both Management and civil service; a job should be "fish or fowl", not both.

Vacancies in two of these classifications - Street Cleaning General Supervisor and Traffic Signs and Markings General Supervisor - prompted the Public Works Department to request their conversion to exempt status. Personnel and Employee Relations staff agreed with the request, and decided to see if there were any other managerial jobs which should be converted. We identified the four other classifications described above as ones which should now be converted. All of the classifications function as managers. They all are second level supervisors, i.e., they supervise supervisors who in turn supervise journey and crew-leader level employees. As many as 170 employees are under their direction. They formulate, administer, or manage the implementation of City policies and programs. Thus, they function as assistants in carrying out the missions of their Division Chiefs and therefore warrant exempt status as provided by the Charter.

The only classification which is represented is Supervisor, Records Section. Local 39 has agreed to the classification being made unrepresented due to changes in the job. The position's reporting relationship has been upgraded - it now will report to a Deputy Chief. The functions of the job have been made more clearly managerial, and the specification for the classification has been revised in light of the changes. In addition, the title is proposed to be changed to Police Records Manager, and the salary is recommended to be increased to \$3713.15 - 4513.43. This is the same as Public Safety Communications Manager, a comparable position. The position is vacant.

The other classifications are unrepresented. Incumbents will be grandfathered with their civil service status, and vacancies will be filled by exempt appointment.

FINANCIAL IMPACT

The only financial impact will be for the Police Records Manager position. The Police Department's current budget will cover the increase through the employee services fund.

POLICY CONSIDERATIONS

Conversion of these classifications will be consistent with the City's policy of having management positions be exempt.


MBE/WBE EFFORTS

No impact.

RECOMMENDATION

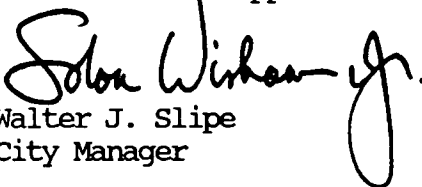
It is recommended that the City Council amend Resolution 90-008 to effect the changes described in this report.

Respectfully Submitted,



Donna L. Giles
Director of Personnel

Recommendation Approved:

For: 
Walter J. Slipes
City Manager

February 6, 1990
All Districts

Contact Person: John Worcester,
Personnel Services Manager, 449-5726

RESOLUTION NO. 90-099

ADOPTED BY THE SACRAMENTO CITY COUNCIL

APPROVED
BY THE CITY COUNCIL

FEB 6 1990

ON DATE OF February 6, 1990

OFFICE OF THE
CITY CLERK

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

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT RESOLUTION 90-008
IS AMENDED AS FOLLOWS, EFFECTIVE FEBRUARY 10, 1990:

Section 1

a. Exhibit A, Salary Schedules, Schedule 15, General Supervisory, is amended by the deletion of Supervisor, Records Section.

b. Exhibit A, Salary Schedules, Schedule 01, Management, is amended by the addition of Police Records Manager with a monthly salary of \$3713.15 - 4513.43.

Section 2

a. Exhibit B, Employer-Employee Relations Policy, is amended by the deletion of Supervisor, Records Section from the General Supervisory Unit and the addition of Police Records Manager to Management.

Section 3

a. Exhibit C, Exempt Positions, is amended by the addition of the classifications of Refuse Collection General Supervisor; Street Cleaning General Supervisor; Street Maintenance General Supervisor; Traffic Signs and Markings General Supervisor; Librarian IV; and, Police Records Manager.

b. Incumbents of the classifications of Refuse Collection General Supervisor, Street Maintenance General Supervisor, and Librarian IV as of February 10, 1990, shall retain their civil service status. As vacancies occur in these classifications after February 10, 1990, exempt appointments shall be made.

ATTEST:

CITY CLERK

MAYOR

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____