



## Staff Reports

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**File #:** 1483-2018, **Version:** 1

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**To:** Honorable Mayor and Members of City Council

**From:** Jennifer Brizel, Human Resources Director

**Prepared By:** Desiree Brun, Deputy City Manager

**TITLE:**

Compensation and Benefits for New Utilities Director Position as a Member of the City Executive Staff

**RECOMMENDED ACTION:**

Adopt a resolution approving revisions to the Executive Compensation and Terms of Employment Summary, to add the Utilities Director Position as a Member of the City Executive Staff.

**DISCUSSION:**

On December 19, 2017, Council approved R2017-177, which established the Compensation and Terms of Employment for all members of the City Executive Staff (also known as “department heads”). As part of the mid-cycle budget it was recommended that the Public Works Department and the Parks and Recreation Department be reorganized, and this reorganization resulted in the establishment of a new Utilities Department. The changes were brought before Council on June 19, 2018, and Council approved R2018-075 to establish the class spec and salary range for a new department head position (Utilities Director).

With the establishment of the Utilities Department and the creation of a new Utilities Director classification specification, the Executive Compensation and Terms of Employment Summary needs to be revised to include this position as part of the definition of “Member.”

**FINANCIAL IMPACTS:**

There are no costs associated with this change to the Executive Compensation and Terms of Employment Summary for City Executive Staff.

**CEQA:**

The City Manager has determined that the Recommended Action described in this Agenda Report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

**DOCUMENTS ATTACHED:**

ATCH 1 - Resolution

EX A - Executive Staff Compensation and Benefit Summary

**NOTIFICATION:**

None