



APPROVED
BY THE CITY COUNCIL

SEP 29 1987

OFFICE OF THE
CLERK

16

DEPARTMENT OF
PERSONNEL

PERSONNEL MANAGEMENT
SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

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SACRAMENTO, CA
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916-449-5726

DONNA L. GILES
DIRECTOR OF
PERSONNEL

September 25, 1987

City Council
Sacramento California

Honorable Members in Session:

SUBJECT: PROPOSED RETITLING OF SEVERAL MANAGEMENT CLASSIFICATIONS

SUMMARY

This report recommends approval of a new titling scheme for many of the exempt management classes in order to provide uniformity and consistency in nomenclature.

BACKGROUND AND ANALYSIS

Over the course of many years and as new classifications have been established and old ones revised and retitled, exempt management titles have become a hodgepodge of various terms which sometimes have little or no relationship to the level of responsibility. For instance, the use of "Director" in a title has been traditionally reserved for department head classifications. However, in the City there are division heads which have "Director" titles such as Zoo Director and Museum Director. At the division head level, many terms appear in the titles such as "Manager", "Superintendent", "Administrator", and "Director".

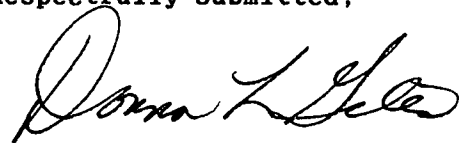
In order to sort out the disarray of the management titles, it is proposed that a new titling scheme be approved using consistent verbiage according to classification level. For instance, it is proposed to only use the title of "Director" for department head classes. At the division level, the term "Manager" is to be used in the titles of division heads and "Assistant Manager" for assistant division heads. For blue collar section heads, "Superintendent" would appear in the title while the term "Administrator" would be used in the titles of white collar section heads. There will, of course, be exceptions to the proposed nomenclature due to various reasons such as current reorganizations or the preferred use of accepted trade titles.

The proposed retitling of some of the exempt management classes is delineated in Attachment A and represent changes in titles only and not in level of responsibility or duties. Because only title changes are recommended, no salary adjustments are proposed.

RECOMMENDATION

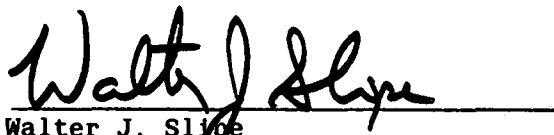
It is recommended that the City Council approve the proposed exempt management titles as outlined in Attachment A.

Respectfully Submitted,



Donna L. Giles
Director of Personnel

Recommendation Approved:


Walter J. Slife
City Manager

All Districts
September 29, 1987

16A

RESOLUTION NO. 87-803

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

September 29, 1987

AMENDING RESOLUTION 87-013 RELATING TO SALARY SCHEDULES, EMPLOYER-EMPLOYEE RELATIONS POLICY, AND DESIGNATION OF EXEMPT JOB CLASSIFICATIONS

APPROVED
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OF THE
CLERK

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT RESOLUTION 87-013 IS AMENDED AS FOLLOWS, EFFECTIVE OCTOBER 3, 1987:

Section 1.

Exhibit A, Salary Schedules, Schedule #1, Management, salaries is amended by:

- a. The modification of the titles of classifications as outlined in Attachment A, with no change in salaries.

Section 2.

Exhibit B, Employer-Employee Relations Policy, is amended by the:

- a. Modification of the titles of classifications as outlined in Attachment A.

Section 3.

Exhibit C, Designation of Exempt Job Classifications, is amended as follows:

- a. The titles of classifications are modified as outlined in Attachment A.

ATTEST:

MAYOR

CITY CLERK

ATTACHMENT A DEPARTMENT	DIVISION	OLD CLASS TITLE	NEW CLASS TITLE
General Services	Fleet Management	Fleet Maintenance Superintendent	Fleet Manager
		Assistant Fleet Management Superintendent	Assistant Fleet Manager
	Facility Management	Facility Management Superintendent	Facility Manager
		Assistant To Facility Management Superintendent	Assistant To Facility Manager
	Support Services	Support Services Administrator	Purchasing Manager
Police	Administration	Police Data Services Manager	Police Data Services Administrator
Planning and Development	Nuisance Abatement	Chief of Nuisance Abatement	Assistant Nuisance Abatement Manager
	Building Inspections	Superintendent of Building Inspections	Building Inspections Manager
		Building Permits Manager	Building Permits Administrator
		Assistant Superintendent of Building Inspections	Assistant Building Inspections Manager
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DEPARTMENT	DIVISION	OLD CLASS TITLE	NEW CLASS TITLE	
Parks and Community Services	Metro Arts	Director of Metro Arts	Metropolitan Arts Manager	
	Zoo	Zoo Superintendent	Zoo Manager	
	Parks	Parks Superintendent	Parks Manager	
		Parks General Supervisor	Parks Superintendent	
	Crocker Art Museum	Art Museum Director	Art Museum Manager	
	History Center	Executive Director-Museum and History Commission	Museum and History Manager	
		History Center Supervisor	History Center Administrator	
	Golf	Golf Superintendent	Golf Manager	
		Parks General Supervisor	Parks Superintendent	
	Recreation	Recreation Superintendent	Recreation Manager	
		Recreation General Supervisor	Recreation Superintendent	
	Public Works	Solid Waste	Chief of Solid Waste Collection	Solid Waste Collection Superintendent
			Chief of Solid Waste Disposal	Solid Waste Disposal Superintendent
		Streets	Assistant Street Maintenance Superintendent	Street Maintenance Superintendent

DEPARTMENT	DIVISION	OLD CLASS TITLE	NEW CLASS TITLE
Finance	Budget	Budget Officer	Budget Manager
	Accounting	Accounting Officer	Accounting Manager
		Chief Accountant	Assistant Accounting Manager
	Revenue	Revenue Officer	Revenue Manager
		Chief of Revenue	Assistant Revenue Manager
	Community Center	Operations	Community Center Facilities Superintendent
Assistant Community Center Facilities Superintendent			Assistant Community Center Operations Manager

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RESOLUTION No. 87-804

Adopted by The Sacramento City Council on date of

September 29, 1987

APPROVED
BY THE CITY COUNCIL

SEP 29 1987

CLERK OF THE
CITY

RESOLUTION AMENDING RESOLUTION 87-107
RELATING TO THE CONFLICT OF INTEREST CODE
TO REFLECT DESIGNATED JOB CLASSIFICATION MODIFICATIONS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO:

That Resolution 87-107, Exhibit A, relating to Conflict of Interest, be amended to:

Modify the designated classification titles as outlined in Attachment A.

MAYOR

ATTEST:

CITY CLERK

DEPARTMENT	DIVISION	OLD CLASS TITLE	NEW CLASS TITLE
General Services	Fleet Management	Fleet Maintenance Superintendent	Fleet Manager
		Assistant Fleet Management Superintendent	Assistant Fleet Manager
	Facility Management	Facility Management Superintendent	Facility Manager
		Assistant To Facility Management Superintendent	Assistant To Facility Manager
	Support Services	Support Services Administrator	Purchasing Manager
Police	Administration	Police Data Services Manager	Police Data Services Administrator
Planning and Development	Nuisance Abatement	Chief of Nuisance Abatement	Assistant Nuisance Abatement Manager
	Building Inspections	Superintendent of Building Inspections	Building Inspections Manager
		Building Permits Manager	Building Permits Administrator
		Assistant Superintendent of Building Inspections	Assistant Building Inspections Manager

DEPARTMENT	DIVISION	OLD CLASS TITLE	NEW CLASS TITLE
Parks and Community Services	Metro Arts	Director of Metro Arts	Metropolitan Arts Manager
	Zoo	Zoo Superintendent	Zoo Manager
	Parks	Parks Superintendent	Parks Manager
		Parks General Supervisor	Parks Superintendent
	Crocker Art Museum	Art Museum Director	Art Museum Manager
	History Center	Executive Director-Museum and History Commission	Museum and History Manager
		History Center Supervisor	History Center Administrator
	Golf	Golf Superintendent	Golf Manager
		Parks General Supervisor	Parks Superintendent
	Recreation	Recreation Superintendent	Recreation Manager
		Recreation General Supervisor	Recreation Superintendent
	Public Works	Solid Waste	Chief of Solid Waste Collection
Chief of Solid Waste Disposal			Solid Waste Disposal Superintendent
Streets		Assistant Street Maintenance Superintendent	Street Maintenance Superintendent

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DEPARTMENT	DIVISION	OLD CLASS TITLE	NEW CLASS TITLE
Finance	Budget	Budget Officer	Budget Manager
	Accounting	Accounting Officer	Accounting Manager
		Chief Accountant	Assistant Accounting Manager
	Revenue	Revenue Officer	Revenue Manager
		Chief of Revenue	Assistant Revenue Manager
	Community Center	Operations	Community Center Facilities Superintendent
Assistant Community Center Facilities Superintendent			Assistant Community Center Operations Manager