



**Sacramento
Housing &
Redevelopment
Agency**

**REPORT TO CITY COUNCIL
HOUSING AUTHORITY AND
REDEVELOPMENT AGENCY
City of Sacramento**

**915 I Street, Sacramento, CA 95814-2671
www.CityofSacramento.org**

Consent
July 24, 2007

**Honorable Mayor and Members of the City Council
Chair and Members of the Housing Authority and Redevelopment Agency**

Title: Salary Range Changes for Sacramento Housing and Redevelopment Agency (SHRA) Unrepresented Classifications

Location/Council District: Citywide

Recommendation: 1) Adopt a **City Resolution** approving the salary schedules for Sacramento Housing and Redevelopment Agency (SHRA) Unrepresented Employees; 2) Adopt a **Housing Authority Resolution** approving the salary schedules for Sacramento Housing and Redevelopment Agency (SHRA) Unrepresented Employees; and 3) Adopt a **Redevelopment Agency Resolution** approving the salary schedules for Sacramento Housing and Redevelopment Agency (SHRA) Unrepresented Employees.

Contact: Anne M. Moore, Executive Director, 440-1319, James Shields, Director of Administration, 440-1308

Presenters: Not Applicable

Department: Sacramento Housing and Redevelopment Agency

Description/Analysis

Issue: This report recommends the adoption of the proposed salary schedules for unrepresented Agency classifications, including exempt management and confidential employees.

The proposed unrepresented salary schedules are based on market salary survey data and internal benchmarks. The survey findings are used to help establish new salary ranges for unrepresented classifications and are contained in the proposed salary schedules attached to this report.

Salary Range Changes for Sacramento Housing and Redevelopment Agency (SHRA)
Unrepresented Classifications

Exhibit "A" contains salary schedules for unrepresented positions classified as exempt management and confidential. Unrepresented salary schedules will be effective August 4, 2007, which is the beginning of the pay period following approval by City Council. The revised salary schedules do not result in an automatic adjustment to an individual employee's pay. No adjustment is made unless the employee's current salary falls below the minimum of the new salary range. Individual employee pay adjustments are accomplished pursuant to Agency Personnel Policy and Merit Review Process.

Policy Considerations: The recommended ranges are consistent with the Agency's Compensation Plan Strategy.

Environmental Considerations: There are no environmental considerations associated with the recommended actions.


Rationale for Recommendation: The Agency conducts market salary surveys of classifications that are comparable to classifications within the Agency. The survey findings are used to establish new salary ranges for unrepresented classifications. The proposed salary ranges outlined in this report are based on the findings from a 2006 market salary survey and using benchmark positions with the City and County of Sacramento. This ensures that the Agency's unrepresented exempt management and confidential classifications will remain competitive in the marketplace.

Financial Considerations: Adoption of the proposed salary schedules (Exhibit A) will result in a minor fiscal impact created by adjusting the individual salaries to the new minimum salary range. The additional cost is estimated at a total of \$20,000. All salary and benefit costs for the proposed increases will be covered by salary savings through attrition and vacant positions and are contained in the approved 2007 Budget. Placement of Agency employees in these new ranges does not result in an automatic adjustment to pay.

July 24, 2007

Salary Range Changes for Sacramento Housing and Redevelopment Agency (SHRA)
Unrepresented Classifications

M/WBE Considerations: The items discussed in this report have no M/WBE impact; therefore M/WBE consideration does not apply.

Respectfully Submitted by: 
ANNE M. MOORE
Executive Director

Recommendation Approved:



RAY KERRIDGE
City Manager

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RESOLUTION NO. 2007 -

Adopted by the Sacramento City Council

on date of

SALARY RANGE CHANGES FOR SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY (SHRA) UNREPRESENTED CLASSIFICATIONS

BACKGROUND

- A. In 2006, the Agency conducted a market salary survey of unrepresented benchmark positions. The survey findings are used to help establish new salary ranges for unrepresented classifications and are contained in the proposed salary schedules attached to this report.
- B. The proposed salary ranges for the classifications listed in the attached exhibit are based on the survey findings and internal benchmark positions within the Agency.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1. The Agency is authorized to adopt the approved salary schedule for SHRA unrepresented classifications as attached to this resolution and incorporated herein as Exhibit A.

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Exhibit A

Sacramento Housing and Redevelopment Agency
Unrepresented Salary Schedule - Exempt Management and Confidential
Effective August 4, 2007

| Code | Management Classifications | Minimum | Annual Mid- Point | Maximum | % Range Adjustment |
|------|----------------------------|-----------|-------------------------|-----------|-----------------------|
| 502 | Agency Clerk | \$80,180 | \$92,818 | \$107,448 | 15% |
| 218 | Agency Counsel-Range 1 | \$56,982 | \$65,964 | \$76,362 | 0% |
| 219 | Agency Counsel-Range 2 | \$69,262 | \$80,180 | \$92,818 | 0% |
| 220 | Agency Counsel-Range 3 | \$84,189 | \$97,459 | \$112,821 | 0% |
| 116 | Assistant Director-Range 1 | \$84,189 | \$97,459 | \$112,820 | 10% |
| 122 | Assistant Director-Range 2 | \$88,398 | \$102,332 | \$118,461 | 10% |
| 302 | Assistant Site Manager | \$42,521 | \$49,223 | \$56,982 | 0% |
| 101 | Deputy Executive Director | \$118,462 | \$137,134 | \$158,750 | 15% |
| 121 | Director-Range 1 | \$88,398 | \$102,332 | \$118,461 | 15% |
| 108 | Director-Range 2 | \$102,332 | \$118,462 | \$137,134 | 10% |
| 113 | Director-Range 3 | \$107,448 | \$124,385 | \$143,991 | 10% |
| 100 | Executive Director | \$127,495 | \$147,591 | \$170,854 | 13% |
| 102 | General Counsel | \$112,821 | \$130,604 | \$151,191 | 15% |
| 225 | Management Analyst-Range 1 | \$65,964 | \$76,362 | \$88,398 | 10% |
| 231 | Management Analyst-Range 2 | \$69,262 | \$80,180 | \$92,818 | 10% |
| 210 | Program Manager-Range 1 | \$72,725 | \$84,189 | \$97,459 | 10% |
| 209 | Program Manager-Range 2 | \$80,180 | \$92,818 | \$107,448 | 15% |
| 303 | Project Manager | \$72,725 | \$84,189 | \$97,459 | 10% |
| 202 | Public Information Officer | \$69,262 | \$80,180 | \$92,818 | 15% |
| 301 | Site Manager | \$49,223 | \$56,982 | \$65,964 | 0% |
| 304 | Supervisor | \$54,269 | \$62,823 | \$72,725 | 5% |

| Code | Unrepresented Classifications | Minimum | Annual Mid- Point | Maximum | % Range Adjustment |
|------|---------------------------------------|-----------|-------------------------|-----------|-----------------------|
| 403 | Confidential Administrative Assistant | \$ 39,761 | \$ 46,028 | \$ 53,283 | 5% |
| 404 | Confidential Clerk | \$ 24,410 | \$ 28,257 | \$ 32,711 | 5% |
| 402 | Human Resources Analyst | \$ 46,028 | \$ 53,283 | \$ 61,682 | 5% |
| 410 | Human Resources Assistant | \$ 29,670 | \$ 34,347 | \$ 39,761 | 5% |
| 406 | Human Resources Specialist | \$ 37,867 | \$ 43,836 | \$ 50,746 | 5% |
| 405 | Human Resources Technician | \$ 32,711 | \$ 37,867 | \$ 43,836 | 5% |
| 401 | Principal Human Resources Analyst | \$ 53,283 | \$ 61,682 | \$ 71,404 | 5% |

RESOLUTION NO. 2007 -

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REDEVELOPMENT AGENCY (SHRA) UNREPRESENTED CLASSIFICATIONS**

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**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING
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