

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 03/9/09		Item Number: <u>C-5</u>	
AGENDA ITEM: 1) Approval of the Revised Classification Specifications for Transportation Director and Public Works Director/City Engineer; and 2) Adoption of a Resolution Revising the Salary Schedule and Rescinding Resolution No. 2009-R010.			
Contact Person/Dept.: Serena Wright		Phone Number: 310-253-5640	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master E-Mail Notification List (03/04/09), Culver City Management Group (03/04/09)			
Department Approval: Serena Wright (03/03/09)		City Attorney Approval: Carol Schwab (by H. Baker) (03/03/09)	
Chief Financial Officer Approval: Jeff Muir (03/03/09)		City Manager Approval: Jerry B. Fulwood (03/04/09)	
<u>RECOMMENDATION</u> Staff recommends the City Council 1) approve the revised classification specifications for Transportation Director and Public Works Director/City Engineer; and 2) adopt a resolution revising the salary schedule and rescinding Resolution No 2009-R010. <u>BACKGROUND</u> In February 2006, the City Manager recognized the need to centralize all regional traffic related issues that had an impact on Culver City. It was discussed and determined by the City Manager and City Council to move this program to the Transportation Department as the former Transportation Director had the expertise to oversee the program. In recognition of these additional responsibilities, the City Council increased the Transportation Director salary and revised the class spec to include managerial oversight of regional traffic. This classification was also designated as the point person on the Expo Light Rail project and interfaced with a myriad of agencies including the Westside Cities Council of Governments (COG), the Los Angeles Metropolitan Transportation Authority (Metro), Los Angeles International Airport, the South Coast Air Quality Management District and various other governmental entities. The Public Works Department has always held the primary responsibility for managing Culver City's local traffic issues and many of the regional traffic issues			

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assigned to the Transportation Director also involved issues impacting Public Works. Therefore, the Public Works Director/City Engineer and his assigned staff coordinated frequently with the Transportation Department on various traffic related items.

The revised classification specification has been approved by the Civil Service Commission at the January 7, 2009 meeting.

DISCUSSION

In 2007, the City received notice that the Transportation Director would be retiring in April 2008. As the recruitment commenced, the City Manager was hopeful that he would find the same skill set as the former incumbent possessed in order for this position to continue representing and advocating the City's position on regional traffic issues. As the recruitment progressed it was apparent that this hybrid experience was uncharacteristic in transportation professionals. A review of our labor market confirmed that other cities that operate their own transit system did not assign responsibility for traffic issues to the Transportation Director. Elsewhere, that classification is typically responsible for transit operations and fleet and equipment maintenance.

The proposed revisions on the Transportation Director and Public Works Director class specifications include transfer of all regional traffic responsibilities including the Expo Light Rail Project, the I-10 Robertson Project and coordinating with Metro on joint projects to the Public Works Director/City Engineer. In addition, the Public Works Director/City Engineer will also be responsible for providing administrative leadership to the COG on regional traffic related items.

The Transportation Director classification is proposed to return to a traditional model. It will maintain responsibility for leading 140+ personnel, operating the City's extensive public transit system, fleet and equipment maintenance for all City vehicles, and administration of the City's Equipment Replacement Fund. These proposed changes were discussed with the current incumbent previous to appointment and were documented in the job offer.

This shifting of responsibilities will only affect the two aforementioned classifications. Staff from each perspective area will continue to work cooperatively on the various projects as assigned. However, the extent of their participation has been and remains within the scope of their classification.

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FISCAL ANALYSIS

There will be a slight impact to the General Fund in the current fiscal year, and this will be able to be offset by salary savings in other Divisions within the Public Works Department. The additional costs of the Public Works Director position will be paid by the General Fund for the remainder of FY 08-09, but will be factored into the Cost Allocation Plan for FY 09-10 for funding by Transportation.

Current

Transportation Director - Range 665: \$11,856-\$14,472/mo; \$142,280- \$173,668/yr

Public Works Director - Range 647: \$10,839-\$13,230/mo; \$130,075 - \$158,768/yr

Proposed

Transportation Director - Range 647: \$10,839-\$13,230/mo; \$130,075 - \$158,768/yr

Public Works Director - Range 665: \$11,856-\$14,472/mo; \$142,280- \$173,668/yr

It should be noted that the proposed salary reduction will not affect the current salary of the incumbent as the appointed salary is within the range of the proposed salary.

ATTACHMENTS

1. Revised Classification Specification for Transportation Director
2. Revised Classification Specification for Public Works Director/City Engineer
3. Labor Market Survey and Classification Specifications
4. Resolution and Exhibit A
5. Excerpt from minutes of Civil Service Commission Meeting, 01/07/09

MOTION

That the City Council:

1. Approve the revised classification specifications for Transportation Director and Public Works Director/City Engineer; and
2. Adopt a resolution revising the salary schedule and rescinding Resolution No 2009-R010.