

MEETING DATE: 5/14/07

AGENDA ITEM: 1)Adoption of a Resolution Revising the Classification and Salary Plan to Include the Position of Chief Financial Officer and Rescind Resolution No. 2006-R075; and 2) Approval of a Contract with Mathis & Associates to Secure Executive Recruitment Services for Chief Financial Officer

ATTACHMENTS

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| 1. Resolution and Exhibit | 1-10 |
| 2. Labor Market Survey | 11 |
| 3. Proposal from Mathis & Associates | 12 - 19 |

1 RESOLUTION NO. 2007-R____

2
3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
4 CULVER CITY, CALIFORNIA, ADOPTING A REVISED
5 CLASSIFICATION AND SALARY PLAN TO INCLUDE THE
6 POSITION OF CHIEF FINANCIAL OFFICER AND
7 RESCINDING RESOLUTION NO. 2006-R075.

8 NOW, THEREFORE, the City Council of the City of Culver City, California,
9 DOES HEREBY RESOLVE as follows:

- 10 1. The revised Classification and Salary Plan attached hereto as Exhibit
11 "A" and incorporated herein by reference, which includes the new position of Chief
12 Financial Officer, is hereby adopted effective May 14, 2007 by establishing the salary
13 range for Chief Financial Officer to range 655.
14 2. Resolution 2006-R075 is hereby rescinded effective May 14, 2007.
15 3. The City Treasurer is hereby directed to adjust and pay salaries of the
16 City employee in accordance with the Classification and Salary Plan adopted and approved
17 by this Resolution, effective May 14, 2007.

18 APPROVED and ADOPTED this ____ day of _____ 2007.

19
20
21 _____
22 Alan Corlin, Mayor
City of Culver City, California

23 ATTEST:

APPROVED AS TO FORM:

24
25 _____
26 CHRISTOPHER ARMENTA
City Clerk

27 _____
28 CAROL A. SCHWAB
City Attorney



CLASSIFICATION AND SALARY PLAN

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Accounting Division Manager	MGMT	544	A	PRA003	37.428	6,487.52	77,850.24
		544	B	PRA003	39.340	6,818.93	81,827.20
		544	C	PRA003	41.351	7,167.51	86,010.08
		544	D	PRA003	43.464	7,533.76	90,405.12
		544	E	PRA003	45.685	7,918.73	95,024.80
Asst City Attorney	MGMT	604	A	OAS002	50.473	8,748.65	104,983.84
		604	B	OAS002	53.052	9,195.68	110,348.16
		604	C	OAS002	55.763	9,665.59	115,987.04
		604	D	OAS002	58.612	10,159.41	121,912.96
		604	E	OAS002	61.607	10,678.55	128,142.56
Asst City Manager	MGMT	619	A	OAE015	54.391	9,427.77	113,133.28
		619	B	OAE015	57.170	9,909.47	118,913.60
		619	C	OAE015	60.093	10,416.12	124,993.44
		619	D	OAE015	63.164	10,948.43	131,381.12
		619	E	OAE015	66.390	11,507.60	138,091.20
Asst City Prosecutor	MGMT	568	A	PRL001	42.184	7,311.89	87,742.72
		568	B	PRL001	44.340	7,685.60	92,227.20
		568	C	PRL001	46.605	8,078.20	96,938.40
		568	D	PRL001	48.987	8,491.08	101,892.96
		568	E	PRL001	51.490	8,924.93	107,099.20
Asst Equip Maint Manager	MGMT	518	A	OAS008	32.879	5,699.03	68,388.32
		518	B	OAS008	34.560	5,990.40	71,884.80
		518	C	OAS008	36.326	6,296.51	75,558.08
		518	D	OAS008	38.182	6,618.21	79,418.56
		518	E	OAS008	40.133	6,956.39	83,476.64
Asst to the City Manager I	MGMT	570	A	OAD025	42.607	7,385.21	88,622.56
		570	B	OAD025	44.784	7,762.56	93,150.72
		570	C	OAD025	47.073	8,159.32	97,911.84
		570	D	OAD025	49.478	8,576.19	102,914.24
		570	E	OAD025	52.006	9,014.37	108,172.48
Budget Division Manager	MGMT	544	A	PRO012	37.428	6,487.52	77,850.24
		544	B	PRO012	39.340	6,818.93	81,827.20
		544	C	PRO012	41.351	7,167.51	86,010.08
		544	D	PRO012	43.464	7,533.76	90,405.12
		544	E	PRO012	45.685	7,918.73	95,024.80
Budget Management Analyst	MGMT	509	A	PRO011	31.437	5,449.08	65,388.96
		509	B	PRO011	33.044	5,727.63	68,731.52
		509	C	PRO011	34.732	6,020.21	72,242.56
		509	D	PRO011	36.507	6,327.88	75,934.56
		509	E	PRO011	38.373	6,651.32	79,815.84
Building Maintenance Supv	MGMT	496	A	SKS001	29.465	5,107.27	61,287.20
		496	B	SKS001	30.971	5,368.31	64,419.68
		496	C	SKS001	32.553	5,642.52	67,710.24
		496	D	SKS001	34.217	5,930.95	71,171.36
		496	E	SKS001	35.965	6,233.93	74,807.20

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Building Official	MGMT	602	A	OAD006	49.972	8,661.81	103,941.76
		602	B	OAD006	52.525	9,104.33	109,252.00
		602	C	OAD006	55.209	9,569.56	114,834.72
		602	D	OAD006	58.031	10,058.71	120,704.48
		602	E	OAD006	60.996	10,572.64	126,871.68
Chief Financial Officer	MGMT	655	A	TDB	65.079	11,280.34	135,364.06
		655	B	TBD	68.404	11,856.67	142,280.05
		655	C	TBD	71.899	12,462.47	149,549.63
		655	D	TBD	75.573	13,099.29	157,191.54
		655	E	TBD	79.435	13,768.71	165,224.48
City Accountant	MGMT	565	A	OAD015	41.557	7,203.21	86,438.56
		565	B	OAD015	43.681	7,571.37	90,856.48
		565	C	OAD015	45.913	7,958.25	95,499.04
		565	D	OAD015	48.259	8,364.89	100,378.72
		565	E	OAD015	50.725	8,792.33	105,508.00
City Attorney	MGMT	677	A	OAE005	72.621	12,587.64	151,051.68
		677	B	OAE005	76.331	13,230.71	158,768.48
		677	C	OAE005	80.232	13,906.88	166,882.56
		677	D	OAE005	84.331	14,617.37	175,408.48
		677	E	OAE005	88.641	15,364.44	184,373.28
City Controller	MGMT	619	A	OAE016	54.391	9,427.77	113,133.28
		619	B	OAE016	57.170	9,909.47	118,913.60
		619	C	OAE016	60.093	10,416.12	124,993.44
		619	D	OAE016	63.164	10,948.43	131,381.12
		619	E	OAE016	66.390	11,507.60	138,091.20
City Manager	MGMT	677	A	OAE006	72.621	12,587.64	151,051.68
		677	B	OAE006	76.331	13,230.71	158,768.48
		677	C	OAE006	80.232	13,906.88	166,882.56
		677	D	OAE006	84.331	14,617.37	175,408.48
		677	E	OAE006	88.641	15,364.44	184,373.28
City Treasurer	MGMT	574	E	OAE004	53.052	9,195.68	110,348.16
Claims & Safety Coord	MGMT	512	A	OAS013	31.910	5,531.07	66,372.80
		512	B	OAS013	33.541	5,813.77	69,765.28
		512	C	OAS013	35.255	6,110.87	73,330.40
		512	D	OAS013	37.056	6,423.04	77,076.48
		512	E	OAS013	38.950	6,751.33	81,016.00
Community Development Director	MGMT	610	A	OAE007	52.006	9,014.37	108,172.48
		610	B	OAE007	54.663	9,474.92	113,699.04
		610	C	OAE007	57.457	9,959.21	119,510.56
		610	D	OAE007	60.393	10,468.12	125,617.44
		610	E	OAE007	63.479	11,003.03	132,036.32
Cultural Affairs Coordinator	MGMT	518	A	OAS015	32.879	5,699.03	68,388.32
		518	B	OAS015	34.560	5,990.40	71,884.80
		518	C	OAS015	36.326	6,296.51	75,558.08
		518	D	OAS015	38.182	6,618.21	79,418.56
		518	E	OAS015	40.133	6,956.39	83,476.64

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Cultural Affairs Manager	MGMT	557	A	OAD016	39.933	6,921.72	83,060.64
		557	B	OAD016	41.974	7,275.49	87,305.92
		557	C	OAD016	44.119	7,647.29	91,767.52
		557	D	OAD016	46.373	8,037.99	96,455.84
		557	E	OAD016	48.743	8,448.79	101,385.44
Deputy City Attorney I	MGMT	575	A	PRL002	43.681	7,571.37	90,856.48
		575	B	PRL002	45.913	7,958.25	95,499.04
		575	C	PRL002	48.259	8,364.89	100,378.72
		575	D	PRL002	50.725	8,792.33	105,508.00
		575	E	PRL002	53.317	9,241.61	110,899.36
Deputy City Attorney II	MGMT	590	A	PRL003	47.073	8,159.32	97,911.84
		590	B	PRL003	49.478	8,576.19	102,914.24
		590	C	PRL003	52.006	9,014.37	108,172.48
		590	D	PRL003	54.663	9,474.92	113,699.04
		590	E	PRL003	57.457	9,959.21	119,510.56
Deputy City Clerk	MGMT	473	A	OAS007	26.273	4,553.99	54,647.84
		473	B	OAS007	27.616	4,786.77	57,441.28
		473	C	OAS007	29.027	5,031.35	60,376.16
		473	D	OAS007	30.511	5,288.57	63,462.88
		473	E	OAS007	32.070	5,558.80	66,705.60
Deputy City Treasurer	MGMT	565	A	OAD012	41.557	7,203.21	86,438.56
		565	B	OAD012	43.681	7,571.37	90,856.48
		565	C	OAD012	45.913	7,958.25	95,499.04
		565	D	OAD012	48.259	8,364.89	100,378.72
		565	E	OAD012	50.725	8,792.33	105,508.00
Deputy Comm Devel Dir/Plan Mgr	MGMT	596	A	OAD008	48.501	8,406.84	100,882.08
		596	B	OAD008	50.979	8,836.36	106,036.32
		596	C	OAD008	53.583	9,287.72	111,452.64
		596	D	OAD008	56.322	9,762.48	117,149.76
		596	E	OAD008	59.200	10,261.33	123,136.00
Deputy Personnel Director	MGMT	563	A	PRO006	41.145	7,131.80	85,581.60
		563	B	PRO006	43.247	7,496.15	89,953.76
		563	C	PRO006	45.457	7,879.21	94,550.56
		563	D	PRO006	47.780	8,281.87	99,382.40
		563	E	PRO006	50.222	8,705.15	104,461.76
Deputy Transportation Director	MGMT	570	A	OAD022	42.607	7,385.21	88,622.56
		570	B	OAD022	44.784	7,762.56	93,150.72
		570	C	OAD022	47.073	8,159.32	97,911.84
		570	D	OAD022	49.478	8,576.19	102,914.24
		570	E	OAD022	52.006	9,014.37	108,172.48
Economic Devel Administrator	MGMT	552	A	PRP007	38.950	6,751.33	81,016.00
		552	B	PRP007	40.940	7,096.27	85,155.20
		552	C	PRP007	43.032	7,458.88	89,506.56
		552	D	PRP007	45.231	7,840.04	94,080.48
		552	E	PRP007	47.543	8,240.79	98,889.44
Electrical Maint Supervisor	MGMT	501	A	SKS002	30.209	5,236.23	62,834.72
		501	B	SKS002	31.753	5,503.85	66,046.24
		501	C	SKS002	33.375	5,785.00	69,420.00
		501	D	SKS002	35.081	6,080.71	72,968.48
		501	E	SKS002	36.873	6,391.32	76,695.84

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Engineering Services Manager	MGMT	579	A	OAD019	44.561	7,723.91	92,686.88
		579	B	OAD019	46.838	8,118.59	97,423.04
		579	C	OAD019	49.232	8,533.55	102,402.56
		579	D	OAD019	51.748	8,969.65	107,635.84
		579	E	OAD019	54.391	9,427.77	113,133.28
Environmental Coordinator	MGMT	516	A	PRO010	32.553	5,642.52	67,710.24
		516	B	PRO010	34.217	5,930.95	71,171.36
		516	C	PRO010	35.965	6,233.93	74,807.20
		516	D	PRO010	37.803	6,552.52	78,630.24
		516	E	PRO010	39.735	6,887.40	82,648.80
Equipment Maint Manager	MGMT	548	A	OAD010	38.182	6,618.21	79,418.56
		548	B	OAD010	40.133	6,956.39	83,476.64
		548	C	OAD010	42.184	7,311.89	87,742.72
		548	D	OAD010	44.340	7,685.60	92,227.20
		548	E	OAD010	46.605	8,078.20	96,938.40
Executive Asst to the City Mgr	MGMT	479	A	OAS009	27.072	4,692.48	56,309.76
		479	B	OAS009	28.455	4,932.20	59,186.40
		479	C	OAS009	29.909	5,184.23	62,210.72
		479	D	OAS009	31.437	5,449.08	65,388.96
		479	E	OAS009	33.044	5,727.63	68,731.52
Facilities Maint Supervisor	MGMT	511	A	SKS008	31.753	5,503.85	66,046.24
		511	B	SKS008	33.375	5,785.00	69,420.00
		511	C	SKS008	35.081	6,080.71	72,968.48
		511	D	SKS008	36.873	6,391.32	76,695.84
		511	E	SKS008	38.758	6,718.05	80,616.64
Housing Programs Administrator	MGMT	566	A	OAD013	41.765	7,239.27	86,871.20
		566	B	OAD013	43.899	7,609.16	91,309.92
		566	C	OAD013	46.143	7,998.12	95,977.44
		566	D	OAD013	48.501	8,406.84	100,882.08
		566	E	OAD013	50.979	8,836.36	106,036.32
Housing Programs Supervisor	MGMT	508	A	PRO003	31.281	5,422.04	65,064.48
		508	B	PRO003	32.879	5,699.03	68,388.32
		508	C	PRO003	34.560	5,990.40	71,884.80
		508	D	PRO003	36.326	6,296.51	75,558.08
		508	E	PRO003	38.182	6,618.21	79,418.56
Information Technology Dir	MGMT	639	A	OAE001	60.093	10,416.12	124,993.44
		639	B	OAE001	63.164	10,948.43	131,381.12
		639	C	OAE001	66.390	11,507.60	138,091.20
		639	D	OAE001	69.782	12,095.55	145,146.56
		639	E	OAE001	73.350	12,714.00	152,568.00
Intergovern Relations Officer	MGMT	540	A	OAS003	36.690	6,359.60	76,315.20
		540	B	OAS003	38.565	6,684.60	80,215.20
		540	C	OAS003	40.535	7,026.07	84,312.80
		540	D	OAS003	42.607	7,385.21	88,622.56
		540	E	OAS003	44.784	7,762.56	93,150.72
Legal Operations Manager	MGMT	528	A	OAD002	34.560	5,990.40	71,884.80
		528	B	OAD002	36.326	6,296.51	75,558.08
		528	C	OAD002	38.182	6,618.21	79,418.56
		528	D	OAD002	40.133	6,956.39	83,476.64
		528	E	OAD002	42.184	7,311.89	87,742.72

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Maintenance Manager	MGMT	570	A	OAD014	42.607	7,385.21	88,622.56
		570	B	OAD014	44.784	7,762.56	93,150.72
		570	C	OAD014	47.073	8,159.32	97,911.84
		570	D	OAD014	49.478	8,576.19	102,914.24
		570	E	OAD014	52.006	9,014.37	108,172.48
Maintenance Operations Manager	MGMT	570	A	OAD026	42.607	7,385.21	88,622.56
		570	B	OAD026	44.784	7,762.56	93,150.72
		570	C	OAD026	47.073	8,159.32	97,911.84
		570	D	OAD026	49.478	8,576.19	102,914.24
		570	E	OAD026	52.006	9,014.37	108,172.48
Management Analyst	MGMT	493	A	PRO001	29.027	5,031.35	60,376.16
		493	B	PRO001	30.511	5,288.57	63,462.88
		493	C	PRO001	32.070	5,558.80	66,705.60
		493	D	PRO001	33.708	5,842.72	70,112.64
		493	E	PRO001	35.431	6,141.37	73,696.48
Park Maintenance Supervisor	MGMT	488	A	SMS001	28.313	4,907.59	58,891.04
		488	B	SMS001	29.760	5,158.40	61,900.80
		488	C	SMS001	31.281	5,422.04	65,064.48
		488	D	SMS001	32.879	5,699.03	68,388.32
		488	E	SMS001	34.560	5,990.40	71,884.80
Parks Manager	MGMT	538	A	OAD020	36.326	6,296.51	75,558.08
		538	B	OAD020	38.182	6,618.21	79,418.56
		538	C	OAD020	40.133	6,956.39	83,476.64
		538	D	OAD020	42.184	7,311.89	87,742.72
		538	E	OAD020	44.340	7,685.60	92,227.20
Parks, Rec & Cmty Svc Director	MGMT	618	A	OAE009	54.121	9,380.97	112,571.68
		618	B	OAE009	56.886	9,860.24	118,322.88
		618	C	OAE009	59.794	10,364.29	124,371.52
		618	D	OAE009	62.849	10,893.83	130,725.92
		618	E	OAE009	66.060	11,450.40	137,404.80
Personnel & Emp Relations Dir	MGMT	619	A	OAE011	54.391	9,427.77	113,133.28
		619	B	OAE011	57.170	9,909.47	118,913.60
		619	C	OAE011	60.093	10,416.12	124,993.44
		619	D	OAE011	63.164	10,948.43	131,381.12
		619	E	OAE011	66.390	11,507.60	138,091.20
Personnel Analyst	MGMT	493	A	PRO005	29.027	5,031.35	60,376.16
		493	B	PRO005	30.511	5,288.57	63,462.88
		493	C	PRO005	32.070	5,558.80	66,705.60
		493	D	PRO005	33.708	5,842.72	70,112.64
		493	E	PRO005	35.431	6,141.37	73,696.48
Personnel Services Analyst	MGMT	476	A	PRO013	26.670	4,622.80	55,473.60
		476	B	PRO013	28.032	4,858.88	58,306.56
		476	C	PRO013	29.465	5,107.27	61,287.20
		476	D	PRO013	30.971	5,368.31	64,419.68
		476	E	PRO013	32.553	5,642.52	67,710.24
Public Information Officer	MGMT	516	A	OAS001	32.553	5,642.52	67,710.24
		516	B	OAS001	34.217	5,930.95	71,171.36
		516	C	OAS001	35.965	6,233.93	74,807.20
		516	D	OAS001	37.803	6,552.52	78,630.24
		516	E	OAS001	39.735	6,887.40	82,648.80

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Public Works Dir/City Engineer	MGMT	617	A	OAE003	53.852	9,334.35	112,012.16
		617	B	OAE003	56.603	9,811.19	117,734.24
		617	C	OAE003	59.496	10,312.64	123,751.68
		617	D	OAE003	62.536	10,839.57	130,074.88
		617	E	OAE003	65.732	11,393.55	136,722.56
Purchasing Officer	MGMT	528	A	OAD017	34.560	5,990.40	71,884.80
		528	B	OAD017	36.326	6,296.51	75,558.08
		528	C	OAD017	38.182	6,618.21	79,418.56
		528	D	OAD017	40.133	6,956.39	83,476.64
		528	E	OAD017	42.184	7,311.89	87,742.72
Real Property Coordinator	MGMT	524	A	OAS005	33.877	5,872.01	70,464.16
		524	B	OAS005	35.608	6,172.05	74,064.64
		524	C	OAS005	37.428	6,487.52	77,850.24
		524	D	OAS005	39.340	6,818.93	81,827.20
		524	E	OAS005	41.351	7,167.51	86,010.08
Recreation Manager	MGMT	567	A	OAD021	41.974	7,275.49	87,305.92
		567	B	OAD021	44.119	7,647.29	91,767.52
		567	C	OAD021	46.373	8,037.99	96,455.84
		567	D	OAD021	48.743	8,448.79	101,385.44
		567	E	OAD021	51.234	8,880.56	106,566.72
Recreation Supervisor	MGMT	489	A	OAS012	28.455	4,932.20	59,186.40
		489	B	OAS012	29.909	5,184.23	62,210.72
		489	C	OAS012	31.437	5,449.08	65,388.96
		489	D	OAS012	33.044	5,727.63	68,731.52
		489	E	OAS012	34.732	6,020.21	72,242.56
Redevelopment Administrator	MGMT	596	A	OAD003	48.501	8,406.84	100,882.08
		596	B	OAD003	50.979	8,836.36	106,036.32
		596	C	OAD003	53.583	9,287.72	111,452.64
		596	D	OAD003	56.322	9,762.48	117,149.76
		596	E	OAD003	59.200	10,261.33	123,136.00
Redevelopment Project Manager	MGMT	552	A	PRP003	38.950	6,751.33	81,016.00
		552	B	PRP003	40.940	7,096.27	85,155.20
		552	C	PRP003	43.032	7,458.88	89,506.56
		552	D	PRP003	45.231	7,840.04	94,080.48
		552	E	PRP003	47.543	8,240.79	98,889.44
Risk Manager	MGMT	565	A	OAD001	41.557	7,203.21	86,438.56
		565	B	OAD001	43.681	7,571.37	90,856.48
		565	C	OAD001	45.913	7,958.25	95,499.04
		565	D	OAD001	48.259	8,364.89	100,378.72
		565	E	OAD001	50.725	8,792.33	105,508.00
Sanitation Manager	MGMT	570	A	OAD005	42.607	7,385.21	88,622.56
		570	B	OAD005	44.784	7,762.56	93,150.72
		570	C	OAD005	47.073	8,159.32	97,911.84
		570	D	OAD005	49.478	8,576.19	102,914.24
		570	E	OAD005	52.006	9,014.37	108,172.48
Sr & Social Services Manager	MGMT	567	A	OAD009	41.974	7,275.49	87,305.92
		567	B	OAD009	44.119	7,647.29	91,767.52
		567	C	OAD009	46.373	8,037.99	96,455.84
		567	D	OAD009	48.743	8,448.79	101,385.44
		567	E	OAD009	51.234	8,880.56	106,566.72

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Sr & Social Services Supv	MGMT	507	A	OAS006	31.125	5,395.00	64,740.00
		507	B	OAS006	32.716	5,670.77	68,049.28
		507	C	OAS006	34.388	5,960.59	71,527.04
		507	D	OAS006	36.145	6,265.13	75,181.60
		507	E	OAS006	37.992	6,585.28	79,023.36
Sr Accountant	MGMT	499	A	PRA004	29.909	5,184.23	62,210.72
		499	B	PRA004	31.437	5,449.08	65,388.96
		499	C	PRA004	33.044	5,727.63	68,731.52
		499	D	PRA004	34.732	6,020.21	72,242.56
		499	E	PRA004	36.507	6,327.88	75,934.56
Sr Building & Safety Inspector	MGMT	494	A	OAI002	29.172	5,056.48	60,677.76
		494	B	OAI002	30.663	5,314.92	63,779.04
		494	C	OAI002	32.230	5,586.53	67,038.40
		494	D	OAI002	33.877	5,872.01	70,464.16
		494	E	OAI002	35.608	6,172.05	74,064.64
Sr Civil Engineer	MGMT	566	A	PRE001	41.765	7,239.27	86,871.20
		566	B	PRE001	43.899	7,609.16	91,309.92
		566	C	PRE001	46.143	7,998.12	95,977.44
		566	D	PRE001	48.501	8,406.84	100,882.08
		566	E	PRE001	50.979	8,836.36	106,036.32
Sr Mgmt Analyst	MGMT	528	A	PRO004	34.560	5,990.40	71,884.80
		528	B	PRO004	36.326	6,296.51	75,558.08
		528	C	PRO004	38.182	6,618.21	79,418.56
		528	D	PRO004	40.133	6,956.39	83,476.64
		528	E	PRO004	42.184	7,311.89	87,742.72
Sr Mgmt Analyst/Budget Analyst	MGMT	528	A	PRO007	34.560	5,990.40	71,884.80
		528	B	PRO007	36.326	6,296.51	75,558.08
		528	C	PRO007	38.182	6,618.21	79,418.56
		528	D	PRO007	40.133	6,956.39	83,476.64
		528	E	PRO007	42.184	7,311.89	87,742.72
Sr Planner	MGMT	544	A	PRP004	37.428	6,487.52	77,850.24
		544	B	PRP004	39.340	6,818.93	81,827.20
		544	C	PRP004	41.351	7,167.51	86,010.08
		544	D	PRP004	43.464	7,533.76	90,405.12
		544	E	PRP004	45.685	7,918.73	95,024.80
Sr Sanitation Supervisor	MGMT	457	A	OAD028	24.270	4,206.80	50,481.60
		457	B	OAD028	25.500	4,420.00	53,040.00
		457	C	OAD028	26.803	4,645.85	55,750.24
		457	D	OAD028	28.173	4,883.32	58,599.84
		457	E	OAD028	29.612	5,132.75	61,592.96
Sr Structural Rehab Spec	MGMT	494	A	OAI010	29.172	5,056.48	60,677.76
		494	B	OAI010	30.663	5,314.92	63,779.04
		494	C	OAI010	32.230	5,586.53	67,038.40
		494	D	OAI010	33.877	5,872.01	70,464.16
		494	E	OAI010	35.608	6,172.05	74,064.64
Sr Technical Services Manager	MGMT	577	A	TCS004	44.119	7,647.29	91,767.52
		577	B	TCS004	46.373	8,037.99	96,455.84
		577	C	TCS004	48.743	8,448.79	101,385.44
		577	D	TCS004	51.234	8,880.56	106,566.72
		577	E	TCS004	53.852	9,334.35	112,012.16

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Street & Tree Maintenance Supv	MGMT	511	A	SMS013	31.753	5,503.85	66,046.24
		511	B	SMS013	33.375	5,785.00	69,420.00
		511	C	SMS013	35.081	6,080.71	72,968.48
		511	D	SMS013	36.873	6,391.32	76,695.84
		511	E	SMS013	38.758	6,718.05	80,616.64
Street Maintenance Supervisor	MGMT	509	A	OAD011	31.437	5,449.08	65,388.96
		509	B	OAD011	33.044	5,727.63	68,731.52
		509	C	OAD011	34.732	6,020.21	72,242.56
		509	D	OAD011	36.507	6,327.88	75,934.56
		509	E	OAD011	38.373	6,651.32	79,815.84
Systems Development Manager	MGMT	552	A	TCS009	38.950	6,751.33	81,016.00
		552	B	TCS009	40.940	7,096.27	85,155.20
		552	C	TCS009	43.032	7,458.88	89,506.56
		552	D	TCS009	45.231	7,840.04	94,080.48
		552	E	TCS009	47.543	8,240.79	98,889.44
Technical Services Manager	MGMT	552	A	TCS003	38.950	6,751.33	81,016.00
		552	B	TCS003	40.940	7,096.27	85,155.20
		552	C	TCS003	43.032	7,458.88	89,506.56
		552	D	TCS003	45.231	7,840.04	94,080.48
		552	E	TCS003	47.543	8,240.79	98,889.44
Traffic Engineer	MGMT	537	A	TCS010	36.145	6,265.13	75,181.60
		537	B	TCS010	37.992	6,585.28	79,023.36
		537	C	TCS010	39.933	6,921.72	83,060.64
		537	D	TCS010	41.974	7,275.49	87,305.92
		537	E	TCS010	44.119	7,647.29	91,767.52
Traffic Engineering Manager	MGMT	537	A	TCS007	36.145	6,265.13	75,181.60
		537	B	TCS007	37.992	6,585.28	79,023.36
		537	C	TCS007	39.933	6,921.72	83,060.64
		537	D	TCS007	41.974	7,275.49	87,305.92
		537	E	TCS007	44.119	7,647.29	91,767.52
Transit Operations Analyst	MGMT	493	A	PRO014	29.027	5,031.35	60,376.16
		493	B	PRO014	30.511	5,288.57	63,462.88
		493	C	PRO014	32.070	5,558.80	66,705.60
		493	D	PRO014	33.708	5,842.72	70,112.64
		493	E	PRO014	35.431	6,141.37	73,696.48
Transit Operations Manager	MGMT	548	A	OAS014	38.182	6,618.21	79,418.56
		548	B	OAS014	40.133	6,956.39	83,476.64
		548	C	OAS014	42.184	7,311.89	87,742.72
		548	D	OAS014	44.340	7,685.60	92,227.20
		548	E	OAS014	46.605	8,078.20	96,938.40
Transportation Director	MGMT	649	A	OAE012	63.164	10,948.43	131,381.12
		649	B	OAE012	66.390	11,507.60	138,091.20
		649	C	OAE012	69.782	12,095.55	145,146.56
		649	D	OAE012	73.350	12,714.00	152,568.00
		649	E	OAE012	77.098	13,363.65	160,363.84
Treasury Division Manager	MGMT	544	A	OAD007	37.428	6,487.52	77,850.24
		544	B	OAD007	39.340	6,818.93	81,827.20
		544	C	OAD007	41.351	7,167.51	86,010.08
		544	D	OAD007	43.464	7,533.76	90,405.12
		544	E	OAD007	45.685	7,918.73	95,024.80

Class Title	BU	Grade	Step	Class Code	Hourly Amt	Monthly Amt	Annual Amt
Tree Maintenance Supervisor	MGMT	488	A	SMS011	28.313	4,907.59	58,891.04
		488	B	SMS011	29.760	5,158.40	61,900.80
		488	C	SMS011	31.281	5,422.04	65,064.48
		488	D	SMS011	32.879	5,699.03	68,388.32
		488	E	SMS011	34.560	5,990.40	71,884.80
Veterans Complex Supervisor	MGMT	471	A	OAS011	26.014	4,509.09	54,109.12
		471	B	OAS011	27.343	4,739.45	56,873.44
		471	C	OAS011	28.740	4,981.60	59,779.20
		471	D	OAS011	30.209	5,236.23	62,834.72
		471	E	OAS011	31.753	5,503.85	66,046.24

**CHIEF FINANCIAL OFFICER
BENEFIT SURVEY
As of April 2007**

Agency	Annual Salary	Other Agency Titles	Medical	Dental	Vision	Life	Retiree Medical
Beverly Hills	\$183,000	Chief Financial Officer	\$1,646/mo	\$180/mo	\$18/mo	\$63/mo	City pays up to 2-party rate. EE's hired after 1995: City pays 25% w/5yrs service, add'l 5% for each add'l year up to 20yrs service
Burbank	\$152,760	Financial Services Director	\$1,086/mo	\$88/mo	\$14/mo (employee only)	\$28/mo for \$100K	\$80.80/mo
Downey	N/A						
Gardena	N/A						
Inglewood	\$131,820	Finance Director	\$1890/mo	\$106/mo	\$7/mo	\$10/mo (\$5K whole life policy)	City provides lifetime med ins for emp & spouse with 20 yrs of service, and emp trades 800 hrs of accruals (combination vac & sick) upon retirement
Long Beach	\$162,317	Director of Financial Management	City pays \$843.27/mo composite rate which includes medical, vision, dental & \$20K term life ins; \$5.70/mo for add'l \$30K fixed term life ins; and \$.124 per \$1K of salary for add'l term life equal to 3X mgr's annual salary up to a max of \$270K				City does not contribute to retiree medical or dental.
Montebello	\$87,108	Controller	City pays \$963/mo (packaged together)			\$18/mo	\$625/mo with 25 yrs of service; payable until age 65.
Norwalk	\$117,120	Director of Finance/City Treasurer	\$1,902/mo	\$103/mo	\$26/mo	City paid 1.5X annual salary for Life & AD & D	\$1,902/mo
Pasadena	\$181,640	Director of Finance	\$967/mo	\$80/mo	n/a	\$29/mo (\$200K Life & AD&D)	\$23.50/mo current \$97/mo eff 1/1/08
Redondo Beach	\$129,972	Financial Services Director	\$974/mo for medical, dental, vision & life				Single retiree medical premium rate w/5 yrs of Redondo Beach service & verifiable service in a public agency
Santa Monica*	\$178,112	Chief Financial Officer	\$532/mo	\$86/mo	\$11/mo	\$59/mo for 2X annual salary	\$142/mo to retiree med trust fund. Ee-only premiums provided if 'ee retires from the City and yrs of public agency service plus age =>70. Must have 5 yrs w/City unless CM approves less. Ends at age 70. At age 65, City ins is supplemental to Medicare.
Torrance	\$161,016	Finance Director	\$422/mo toward medical, dental & vision			\$55/mo \$100K/\$200K AD&D/Term Life	\$100/mo
West Hollywood	N/A						
Salary Average	\$148,487						
Culver City proposed	\$165,225	Chief Financial Officer	\$1,303/mo	\$74/mo	\$30/mo	\$12.25/mo \$50kLife w/ AD&D	\$1,303/mo

*Includes \$400/mo + 176 hrs/yr mgmt incentive pay. Also, eligible for up to 10% annual pay for performance

MATHIS & ASSOCIATES

3435 Valle Verde Dr., Napa, CA 94558

Tel: (707) 252-2151 Fax: (707) 252-1349 Cell: (707) 333-2095
dr.bill@mathisassociates.com www.mathisassociates.com

DATE: April 9, 2007

TO: Jerry Fulwood, City Manager
City of Culver City

cc: Serena Wright, Personnel & Employee Relations Director
City of Culver City

FROM: Dr. Bill Mathis
Management Psychologist

RE: Proposal for Chief Financial Officer Recruitment

Thank you for the opportunity to offer my Proposal for Executive Search for a Chief Financial Officer, particularly because it's a new role as well as a new position.

As a Management Psychologist, my firm will offer your search some unusual, however important, features:

- a) Quick and targeted recruitment within a limited time frame (30-45 days) if required, without sacrificing quality (see references). We excel in meeting deadlines and challenges;
- b) Management assessment of finalists unparalleled by most recruiters;
- c) Intensive work and political analysis of the environment for "mutual fit" and harmony resulting in a well run City;
- d) Extensive work with highly motivated elected officials and ability to partner with legal Council for the better performance of the City;

- e) Ability to work with an agency to follow through with the City Manager to facilitate success with challenges, personnel issues, and developing goals and objectives with a Council;

Search Process and Activities

- 1) Dr. Mathis would conduct this search personally and be available to City Manager to achieve quick and successful implementation of the search process. Our support staff will provide logistics and communications to all parties.
- 2) If chosen to facilitate, Dr. Mathis would immediately schedule contacts with individual Council Members to begin development of a profile for 'best fit' management style and qualifications needed to lead the City. Developing an attractive profile and position will be critical to recruiting success. We would consult with constituents and staff for input, and then develop advertisements quickly for Council and City Manager approval.
- 3) After developing the profile, Dr. Mathis would 'target' potential candidates with specific invitations and personal interviews regarding this position.
- 4) In addition, we would enter job posting in Craigslist and three other websites. We would utilize publications such as Jobs Available. This will target interest areas of both general and specific professional types.
- 5) Set time lines with the City Manager or Committee of the Council to work efficiently with Consultant and candidates. Upon development of desirable timelines, we would select 7-10 finalists and assist in selection of three finalists fitting the profile. A Council committee might help speed the process and selection of three finalists.
- 6) As Consultants to Counties and Cities in your area, we're familiar with some of your neighbors. Recent clients include Chino Basin Watermaster, City of Lancaster, Western Municipal Water City, Cucamonga Valley Water City, City of Riverside, City of Rancho Cucamonga, City of Colton, City of Rialto, City of Perris, City of Santa Clarita, and private/public firms. Consulting has ranged from executive recruitment, employee development, team building, strategic planning, and general planning for future growth. We have participated in Chief Financial Officer hiring recently in Indio, Azusa and Beverly Hills.

- 7) Once three finalists are selected, we would do preliminary background checks to ensure candidates qualify and would be available to your City. We would supply significant data to the Council and City Manager prior to any conversation with finalists in their interviews.
- 8) Assist City Manager and candidates to reach agreement and "get to work" with contracts, understanding of role, and clear 90-120 day expectations.
- 9) Mathis & Associates to provide final background checks of legal, business, personal, and financial history before employment is finalized.
- 10) Mathis & Associates guarantees selection for one year; if selected candidate leaves prior to one year, Mathis & Associates will come back and re-do the selection process for the cost of expenses alone.
- 11) Public Options*:
 - a) Have City Council identify five to ten civic leaders that Consultant could call and interview to solicit traits and fits of Chief Financial Officer.
 - b) Include in final assessment panel three or four diverse public citizens representing various sectors.
- *NOTE: We have to secure the confidentiality of all finalists.
- 12) Mathis & Associates has a local office in Rancho Cucamonga to better serve your needs and cut down on unnecessary response time.

Cost: \$18,950 Recruiting Costs/Consulting Fee, does not include expenses. Recruitment costs for ads, travel, Federal Express charges & actual expenses not to exceed \$6,200.

Retainer: Retainer to begin work: \$5,000

Terms: Due upon Receipt

Jerry Fulwood, City Manager
City of Culver City

William Mathis, Ph.D.
Mathis & Associates

References for Quick Turnaround Recruitment:

- 1) City of Indio, City Manager
 - Hired one of best City Managers in country in less than 45 days
 - Fielded 10 highly prized candidates
 - Consultant recruited simultaneously five department heads
 - Glenn Southard, City Manager; Phone: (760) 342-6580
 - Ben Godfrey – City Council/Selection Committee
- 2) City of Atascadero, Assistant City Manager
 - Selected to quickly put in place best talent available; done within 45 days; excellent match with targeted recruitment
 - Wade McKinney, City Manager, (formerly in Shafter); Phone: (805) 461-5000
- 3) City of Azusa, City Manager, Planning Director, Finance Director
 - Recruited a completely new team after election changed council dynamics. Completed to the satisfaction of Council.
 - Mayor Diane Chagnon; Phone: (626) 334-9446
- 4) City of Livingston, City Manager
 - Recruited quickly (36 days) for replacement of fired City Manager Brandon Freisen; Phone: (209) 777-6745
- 5) City of Yorba Linda, City Manager
 - City Manager was let go resulting in the need for an immediate replacement. Recruitment completed within two months.
 - City Manager Tammy Letourneau
 - City Mayor Keri; Phone: (714) 961-7108

R. William Mathis, Ph.D.
Biographical Summary

Dr. Mathis holds a Ph.D. in Clinical / Industrial Psychology from the University of North Dakota at Grand Forks, a Master's Degree in Clinical Psychology from the University of Portland in Oregon and a Bachelor's degree in Chemistry / Biology and Psychology from the University of Puget Sound in Tacoma, Washington.

Dr. Mathis is the founder of Mathis & Associates, a sole proprietorship. The firm is currently located in Napa, California. The firm provides both general management and clinical consulting services to public and private sectors. High risk, safety, law enforcement and crisis related situations are special niches addressed through the clinical psychologists on staff.

Dr. Mathis is a well-known writer and speaker, whose published well-read articles include "When Council is Unhappy with the City Manager," "What Councils want from their Managers... but do not Tell Them," The Business Journal, "Don't Drop the Ball on Your City Council", "The 7 Symptoms of a Manager in Trouble...", "Public Management. He is well known throughout the United States and is frequently seen in both western and east coast cities. His "whole team" concept of intermingling business consultants with psychologists brings a "value added" concept to his clients.

Dr. Mathis and his firm Mathis & Associates, offer a wide variety of services such as:

- City Manager/City Attorney Evaluation;
- Team Building/Goal Setting Workshops'
- Style Analysis - Individual and Group
- Effective Communications
- Problem Solving and Project Management
- Organization/Department Audits
- Coaching and Mentoring
- Change Management Strategies
- Personnel Conflicts/Outpatient Services

Mathis & Associates are members of numerous Chambers of Commerce and public organizations including ICMA (International City Managers' Association), California, City Manager's Foundation, National League of Cities and League of California Cities.

REFERENCES

Lew Bauman,
Country Administrative
Officer
Monterey County
(831) 755-4831

Bill Garrett,
Exec. Dir./Immed. Past
President
California City Management
Foundation
(619) 303-8068

Thella Bowens,
President/CEO
San Diego County
Regional Airport Authority
(619) 400-2444

Dave Boesch,
City Manager
City of Menlo Park
(650) 858-3360

Ken Manning,
CEO
Chino Basin Watermaster
(909) 484-3888

Julio Fuentes,
City Manager
City of Alhambra
(620) 570-5010

John Gillison,
City Manager
City of Sierra Madre
(626) 355-7135

Kevin O'Rourke,
City Manager
City of Fairfield
(707) 428-7399

Bob Deis,
Country Administrative Officer
Sonoma County
(707) 565-2431

Tamara LeTourneau,
City Manager
City of Yorba Linda
(714) 961-7108

Eric Haley,
Executive Director
Riverside County Transit Corp.
(909) 826-5771

Mike Ramsey,
City Manager
City of Pleasant Hill
(925) 671-5267

Dan Hobbs,
City Manager
City of Tracy
(209) 831-4105

Jeff Kolin,
City Manager
City of Santa Rosa
(707) 543-3020

Rod Gould,
City Manager
City of Poway
(858) 668-4507

Wade McKinney,
City Manager
City of Atascadero
(805) 461-5000

Bruce Hollingsworth,
President/CEO
Port of San Diego
(619) 686-6201

John Danielson,
City Manager
City of Elk Grove
(916) 478-2200

Glenn Southard,
City Manager
City of Indio
(760) 342-6580

Robert DeLoach,
General Manager
Cucamonga Valley Water
District
(909) 483-7436

Murray Hollis,
Senior Pastor
Southwest Christian Church
(Temecula)
(909) 308-1888

Rod Wood,
City Manager
City of Beverly Hills
(310) 285-1012

Greg Hulsizer,
CEO
California Transportation
Venture
(619) 591-4224

Jerry Fulwood,
City Manager
City of Culver City
(310) 253-6035

Culver City Chief Financial Officer Recruitment

John Rossi,
General Manager
Western Municipal Water
District
(951) 789-5024

Jack Lam,
City Manager
City of Rancho Cucamonga
(909) 477-2700

Jim Starbird,
City Manager
City of Glendale
(818) 548-4844

Ed Tewes,
City Manager
City of Morgan Hill
(408) 447-7271

Andrew T. Souza,
City Manager
City of Fresno
(559) 621-7770

Gary Brown, Retired
Former Recruiter from
William Avery & Associates Inc.
(408) 761-0864

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FEE SCHEDULE 2007

CONSULTATION

Daily Rate:	\$2,600.00 plus expenses**
Hourly Rate (1/2 Day Minimum):	\$325.00 plus expenses
Hourly Rate Associate Consultant Services:	\$160.00 plus expenses

** Note that the daily rate is for 8 hours.

Additional hours will be invoiced at the hourly rate of \$325.00 per hour.

EXPENSES

Expenses invoiced at cost and may include:

Travel Expenses	Billed at cost
Travel Time To/From Appointments	\$175.00 per hour
Associate Travel Time:	\$85.00 per hour
Lodging	Billed at cost
Mileage	\$.48¢ per mile
Personality Profile (DISC)	\$75.00 each
Support Service & Word Processing	\$55.00 per hour
Telephone, Mailing, Printing & Supplies	Billed at cost