

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 8/22/05		Item Number: <u>A-1</u>	
AGENDA ITEM: Consideration of a Resolution to Approve of the New Classification Specification and Salary Plan for Communications Supervisor, and Rescind Resolution 2004-R099			
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 Notification List, Fire Department and Management Group on 8/17/05.			
Department Approval: Kermit Francis 8/15/05		CAO Approval: Jerry Fulwood 8/17/05	
City Controller Approval: Marlee Chang 8/16/05			
<u>RECOMMENDATION:</u> That the City Council approve the new classification specification and salary plan for Communications Supervisor, and rescind Resolution 2004-R099. <u>BACKGROUND:</u> During the budget session for FY2005-2006, the City Council authorized the funds for an additional unclassified management position in the Fire Department to oversee the communications operations. <u>DISCUSSION:</u> The Communications Division is involved in many citywide projects including, the Transportation Department's Smart Bus project, the new 911 system, Mobile Data, ICIS and the EOC relocation. In the past, this division was managed by an administrative Fire Captain. This position was eliminated during the budget reductions that took place during fiscal year 2003-2004. As a result, a 56-hour Battalion Chief took over the responsibilities and because of the shift hours for that position, there is often no direct supervision of staff provided. The intent in creating the Communications Supervisor position is to provide supervision of the day to day operations of the communications division, as well as			

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coordinate with City departments on the maintenance, repair or procurement of certain communication devices.

FISCAL ANALYSIS:

The salary range for the Communications Supervisor has been approved at salary range 496 with a top step monthly salary of \$6,234; an annual salary of \$74,808.

ATTACHMENTS:

1. New Classification Specification for Communications Supervisor
2. Resolution and Exhibit

MOTION:

That the City Council:

Approve the new classification specification and salary plan for Communications Supervisor, and rescind Resolution 2004-R099.