



AGENDA REPORT

Meeting Date: August 20, 2013
Item Number: G-8
To: Honorable Mayor & City Council
From: Jeffery C. Kolin, City Manager
Subject: AMENDMENT NO. 2 TO THE CITY OF BEVERLY
HILLS EXECUTIVE EMPLOYEE COMPENSATION
PLAN
Attachments: 1. Resolution

RECOMMENDATION

Staff recommends that the City Council move to approve the amendment to the City of Beverly Hills Executive Compensation Plan.

INTRODUCTION

This amendment facilitates the reorganization of the Public Works and Transportation Department by deleting the Director position and introducing the new title of Director of Public Works Services. The agreement also provides for adjustments to the pay tiers of the Director of Community Development and the Deputy City Manager in charge of Capital Assets.

DISCUSSION

To continue our commitment to the City Council for improving operations effectiveness and enhanced customer service throughout the organization and with the retirement of David Gustavson, the former Director of Public Works and Transportation, staff took the opportunity to reassess the Department's structure and evaluate the need for realignment of functions and span of control. After a comprehensive review and assessment combined with feedback during the transition period, the following changes to the Public Works and Transportation Department's organization structure are being implemented and these result in the proposed changes outlined in this amendment.

The position of the Director of Public Works and Transportation will be eliminated and the Department will be separated into two, Public Works Services Department and Capital Assets Department.

The Capital Assets Department will consist of three divisions, Project Administration, Civil Engineering, and Property Management. This department is led by the Deputy City Manager for Capital Assets. The Department combines all of the city assets and oversees construction, reconstruction and rehab for buildings and right of way improvements.

The Public Works Services Department will also consist of three divisions, Infrastructure Maintenance, Parking, and Utilities. The Department focuses on maintenance and operations of facilities (municipal and rental), parking operations, and utilities. The new department head title is Public Works Services Director and the department will be the liaison staff support to the Public Works Commission.

The Traffic and Transportation Planning functions will move to the Community Development Department. The Traffic and Parking Commission liaison and staff support will be shared by both Public Works Services and Community Development.

Proposed Amendment

The proposed amendment to the executive compensation plan results in:

- Eliminating the Director of Public Works and Transportation position, which was formerly in salary tier 11
- Establishing a Director of Public Works Services position with salary set at salary tier 9 starting at \$15,100 per month
- Establishing the DCM/Capital Assets position as a new department head position and setting salary at salary tier 9 starting at \$15,100 per month. The former DCM position was set at tier 7
- The Community Development Director salary is being adjusted from salary tier 10 at \$16,900 to 11 at \$17,352 per month for added responsibilities
- Title change of the Assistant Director of Public Works and Transportation to Assistant Director of Public Works Services with no change in salary
- Title change of the Deputy Director of Public Works and Transportation/Transportation to Deputy Director of Transportation with no change in salary

FISCAL IMPACT

The proposed amendment results in a modest salary saving of approximately \$8,500 per year.

Don Rhoads
Finance Approval



Jeff C. Kolin
Approved By

