



Request for City Council Committee Action by the Department of Human Resources

Date: April 15, 2002

To: Ways & Means Committee

Prepared or Submitted by: Amy Hirsch/Timothy Giles Phone: 673-3344

Approved by:

Ann Eilbracht
Director, Human Resources

John Moir
City Coordinator

Subject: Approval of salary ordinance for new position – Crime Prevention Operations Manager

Presenters in Committee: Timothy Giles

Recommendation:

- 1) Classify the position of Crime Prevention Operations Manager with 458 points, allocated to Grade 10 of the Community Services Promotional Line, with an annual salary range from \$47,442 - \$68,604, effective February 1, 2002.
- 2) Adopt the salary ordinance for Crime Prevention Operations Manager. The salary ordinance is attached for your approval.

Financial Impact (Check those that apply)

No financial impact (If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain): See background information.

Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information

The Police Department requested a classification study of a proposed position designed to replace three eliminated Manager, Crime Prevention positions. This position will be responsible for the consistency and quality of programming across the Field Services Bureau by ensuring that precinct team supervisors have access to the training and program support necessary to deliver services to the community. This position will also develop and implement operational policies and procedures. Additional responsibilities include, but are not limited to, the supervision of eight staff, leadership for citywide crime prevention activities, and the identification of department budget concerns and appropriate resources.

I recommend the classification of Crime Prevention Operations Manager, with 458 points, allocated to grade 10 of the Community Services Promotional Line, with an annual salary range of \$47,442 to \$68,604 effective February 1, 2002. This position will be non-represented and have the FLSA designation of exempt, code 1. The salary range is comparable to other positions of this grade in the non-represented group and the department has sufficient funds to accommodate this recommendation.

cc: Bill Champa, Human Resources Senior Consultant
Cheryl Carson, Employee Services - Classifications
Greg Hestness, Deputy Chief of Police
Tim Giles, Director, Employee Services
Myron Rademacher, HRIS
Julie Schiller, Central Payroll
Linda Webster, HRIS