



Guidelines for the Administration of the City of Hollywood's
Executive, Management, Technical, Confidential and Legal
Employees' Pay Plan,
Including Pay Ranges and Titles.

Revised
January 4, 2010



Guidelines for the Administration of the City of Hollywood's Executive, Management, Technical, Confidential and Legal Employees' Pay Plan, Including Pay Ranges and Titles.

1. Effective Date of the Plan

The Pay Plan approved by the City Manager shall become effective on January 4, 2010.

2. Administration of the Pay Plan

The City Manager or his/her designee shall be responsible for administering the Pay Plan on a fair and equitable basis and shall be responsible for interpreting the application of the Pay Plan regarding compensation concerns not specifically covered by these guidelines.

3. Amendment of the Pay Plan

Prior to the annual submission of the proposed budget to the City Commission, the City Manager shall review the Pay Plan and make appropriate changes based upon a review of the maximum pay ranges, internal/external equities and the salaries of subordinate employees. The City Manager may also make such reviews of the Pay Plan during the fiscal year as he/she may consider advisable. On the basis of information derived from such review, the City Manager shall approve such amendments as he/she deems necessary to properly maintain the integrity of the Pay Plan. Amendments to the Pay Plan as proposed in this section shall become effective upon the approval of the City Manager.

4. Salary Adjustment

Employee's salaries that are currently below the minimum pay ranges will be raised to the minimum. Those employees that reach the maximum will be frozen until maximums are revised.

5. Reclassification

When a position is moved from an existing class in a lower pay grade to a class in a higher pay grade, the salary of the incumbent shall be adjusted to an equal or nearest higher salary amount within the pay grade by the City Manager or his/her designee. All reclassification actions require final approval of the City Manager or his/her designee based upon the initial recommendation of the Director of Budget and Procurement Services and the Director of Human Resources.

6. Original Appointment

Salary rates for original appointments to the City service shall normally be within the first quartile of the pay grade designated for the class. When the City is unable to recruit qualified applicants or when an applicant possesses exceptional qualifications warranting employment above the first quartile, the City Manager or his/her designee may authorize appointment at a higher amount in the appropriate pay grade.

The City Manager or his/her designee may authorize the hire of temporary employees at a rate of pay less than the minimum of the classification due to prevailing market conditions.

7. Trainee Status

Positions designated as Trainee positions may be filled on a temporary basis, at a rate below the minimum salary of the pay grade. Pay rates shall be determined by the length of the training program so that, upon acquisition of required training and experience, the incumbent may be placed at the minimum salary in the pay grade.

8. Promotional Appointment

The movement of an employee from a position in one class to a different position in a class in a higher pay range shall be considered a promotion. Promotional appointments shall be made at not less than 5% nor more than 10% (without the express written consent of the City Manager) above the amount received by the employee at the time of promotion, provided that the salary granted shall not be below the minimum or above the maximum of the assigned pay grade. All promotional appointments and salary increases shall be made upon the recommendation of the Department Director and the Director of Human Resources, subject to the approval of the City Manager.

Any employee promoted to Executive, Management, Technical or Confidential from any bargaining unit ceases to be covered by any provisions of the collective bargaining agreements. The employee will be covered by the Executive, Management, Technical and Confidential Pay Plan and the Human Resources Policies and Procedures Manual. Individual employees requesting to sit for a closed competitive examination must be in a full-time permanent Civil Service status, if applicable.

9. Confidential Employees

Wages for Confidential employees (including Legal Confidentials) shall be administered in accordance with the Fair Labor Standards Act and the Human Resources Policy and Procedures Manual. Benefits shall be administered in accordance with the Human Resources Policy and Procedures Manual. Changes to Confidential Wages and Benefits may be effectuated jointly by the Director of Budget and Procurement Services and the Director of Human Resources, with the approval of the City Manager.

10. Salary Increase & Performance Bonus

Executive, Management, Technical, and Legal employees shall be entitled to annual salary increases/adjustments, effective the October 1st after their date of hire or promotion. The amount of increase will be pro-rated based on the date of hire.

Salary reviews for all Executive, Management, Technical, and Confidential employees, except those employees in the City Attorney's Office, will be conducted annually by: the Director of Human Resources; the Director of Budget and Procurement Services; the Department or Office Director in which the affected employees are employed; and, the City Manager.

The salaries of Legal employees in the City Attorney's Office will be reviewed annually by the City Attorney.

Criteria for a salary adjustment shall include but not be limited to the following factors:

- A. **Employee's performance.** The level of performance achieved by the employee during their most recent performance review is only one consideration in determining the employee's salary level.
- B. **Market Salary for the position.** Through a survey of comparable jurisdictions, a determination will be made if the salary paid to this position is consistent with the market survey results.
- C. **City's economic condition.** An annual analysis of City's fiscal capacity will be made to determine what the City can afford to propose as a salary adjustment to employees.

- D. **Changes in position duties and responsibilities.** An annual review of each position will be conducted to determine if any changes in position responsibilities would warrant a salary adjustment.
- E. **Internal salary equity.** An annual review will be conducted to determine if salaries are being paid consistent with organizational responsibilities and pay plan designs. To maintain equity with bargaining unit negotiated increases, Executive, Management and Technical Employees will receive an annual increase based on the C.P.I. (Consumer Price Index). This increase will be no less than 1% based on the August annual C.P.I. rate for all Urban Consumers in the Miami-Fort Lauderdale area. A cap may be set at the sole discretion of the City Manager. The determination whether or not to award a C.P.I. increase is at the sole discretion of the City Manager.

Employees hired prior to October 1, 2008, will be eligible for one longevity compensation increase in an amount equal to 2% of their base salary at the employee's 10th, 15th, or 20th years of service, whichever anniversary date occurs first on or after October 1, 2008, with no subsequent eligibility for any additional longevity increase.

Employees hired on or after October 1, 2008 will not be eligible for longevity compensation.

Following the review by the pertinent salary committee, any salary adjustments, if recommended and approved, will be implemented in the first pay period after approval by the City Manager/City Attorney.

Executive, Management, Technical, Confidential and Legal employees who are entitled to a performance based annual increase may, at the sole discretion of the City Manager, receive the amount of the increase as a cash bonus. This bonus shall be paid prior to November 1st. This bonus may include all factors associated with an employee's annual increase except the portion determined by the Consumer Price Index (C.P.I.), in order to maintain internal equity.

Executive, Management, Technical, Confidential and Legal employees who are entitled to a performance based annual increase may, at the sole discretion of the City Manager, receive the amount of the increase as a 457 contribution. This contribution will be made on a bi-weekly basis commencing October 1st. This 457 contribution may include all factors associated with an employee's annual increase except the portion determined by the Consumer Price Index (C.P.I.) in order to maintain internal equity.

Executive, Management, Technical, Confidential and Legal employees who are entitled to a performance based annual increase that would exceed the employees maximum pay range may, at the sole discretion of the City Manager, receive the amount of the increase in excess of the pay range as a cash bonus. This bonus shall be paid in the first full pay period of December.

Furthermore, Executive, Management, Technical, Confidential and Legal employees making a major contribution to the City in the form of completing a major project, making a suggestion that substantially benefits the City or improves services, performing acts of volunteerism, exhibits exemplary performance, etc....shall be entitled to a one-time cash bonus up to \$5,000 and/or up to one (1) week of paid time-off. Any such leave granted and unable to be used may be converted to and accrued as vacation leave. The above shall be recommended by the Department Director and approved and granted at the sole discretion of the City Manager or City Attorney. The bonus amount shall not be included in the base salary nor count toward any additional future benefits (i.e. pension) of the employee.

Confidential employees hired between October 1, 1994 and September 30, 1999 at the Tier "B" level of the former pay plan, will receive a 12.5% increase when achieving the bargaining unit equivalent in the range system.

11. Deferred Compensation

The City will contribute to a 457 deferred compensation account for Executive, Management, Technical, Confidential and Legal employees under the following circumstances:

- A. Employees who are eligible for dependent coverage and elect not to have dependent coverage provided will receive the option of a pre-taxed \$1,000 contribution into a 457 Plan or a taxed payment of \$1,000 (prorated annually and not considered part of base salary).
- B. Executive, Management, Technical, Confidential and Legal employees may enter into a deferred compensation plan through payroll deductions. Employees will receive \$1,000 into a 457 deferred compensation plan from the City, if they elect to participate in a 457 plan (prorated annually and not considered part of base salary).

12. Assignment Compensation

Employees given temporary assignments to a higher classification within the City's Pay Plan may receive compensation equal to a 5% increase of base salary. However, under extraordinary circumstances, an employee may receive the minimum of the higher classification or a reasonable adjustment based on the assignment and internal equity. These circumstances must be documented and approved by the City Manager.

Assignment compensation shall be given upon the recommendation of the Department Director with the approval of the City Manager or his/her designee. Assignment compensation may only be given in minimum increments of fifteen (15) days up to a maximum of ninety (90) days. An extension beyond the ninety (90) day period must receive the prior written approval of the City Manager. Assignment compensation will generally be given when there is a vacancy. It will not be given for absences such as short-term vacations or sick leave less than fifteen (15) days. If long term assignment pay is expected due to a vacancy an employee may receive initial compensation equal to a 5% increase; after six (6) months an employee may receive an additional 5% increase for a total increase of 10%.

13. Overtime Compensation

Executive, Management, Technical and most Legal employees are all considered salaried and FLSA exempt employees not entitled to overtime payment and/or compensatory time-off. Overtime for Confidential employees shall be administered according to the Fair Labor Standards Act and the City of Hollywood Policies and Procedures Manual or other City policies.

14. Automobile/Automobile Allowance

Executive, Management and Technical employees may be provided a City vehicle or a monthly automobile allowance not to exceed \$500.00. Any employee with an automobile allowance will not be provided or permanently assigned to use a City vehicle or allowed to use a pool vehicle except under extraordinary circumstances. Automobile Allowance benefit will be determined at the sole discretion of the City Manager.

15. Indemnification

The City shall defend and indemnify Executive and Legal employees against any tort, professional liability claim or demand or any and all other legal action, arising out of an alleged act or omission occurring in the performance of employee's duties.

The City will litigate, compromise or settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. The City, or its insurance carrier, will provide legal representation for Executive and Legal employees, as deemed appropriate by the City Manager for any and all claims, proceedings or lawsuits, related to or arising out of the employee's affiliation with City. Nothing herein is intended to provide indemnification of any act of the employee which is held by a court of competent jurisdiction to constitute a crime under the laws of Florida or the United States or to constitute fraud. Indemnification shall survive the termination of employment.

16. Employment At Will

Executive and Legal employees exempt from the Civil Service System in accordance with Ordinance No. 0-84-14, are employed "at will" and may be terminated at any time, with or without cause, for any reason or for no reason. Upon termination, employees are not entitled to any further payments unless otherwise stipulated in this pay plan.

Upon notice of termination without cause, Executive and Legal employees exempt from Civil Service shall have the right, but not the obligation, to continue employment with the City for an additional sixty (60) days in exchange for a general release of all claims the employee has or may have against the City, in a form acceptable to the City Attorney.

17. Dues and Subscriptions

As deemed appropriate by the City Manager or City Attorney, in his/her sole discretion, the City shall pay for professional dues and subscriptions for Executive and Legal employees.

18. Amendments to Position Titles and Pay Grades

The Director of Human Resources is hereby authorized when desired or necessary, to change a job title, and associated pay grade, to better reflect the actual duties performed and the responsibilities assumed by any position.

19. Benefits for Executive, Management and Technical Employees

A. Executive, Management and Technical employees shall be provided with twenty-five (25) days of vacation leave per vacation year, except for vacation leave directly approved by the City Commission (the vacation year shall begin on October 1st and end on the following September 30th). Employees shall be required to utilize ten (10) days of vacation during the vacation year in which it is earned or it will be lost at the end of the vacation year. The remaining days may be carried forward and must be used within fifteen (15) months following the vacation year in which the leave is earned or be liquidated by cash payment at that time. Leave that is liquidated shall be paid at the employee's rate of pay when the vacation time was earned.

B. 1. Executive, Management and Technical employees accrue eight (8) hours of sick leave per month with no limit on the amount that is accumulated.

2. Accrued sick leave shall be terminally paid at the following rates in relationship to years of service with the City:

	Accrued Sick Leave Payout
Less than five (5) years	20% sick leave
Five (5) to ten (10) years	40% sick leave
Ten (10) or more years	70% sick leave

3. Upon the accumulation of 400 sick leave hours, all employees have the option of converting up to forty (40) hours of sick leave to vacation leave.

4. Employees may participate in the City's Sick Leave Pool Program upon the completion of one year of employment and with a minimum accumulation of ninety-six (96) hours of sick and/or vacation leave. This program entitles eligible employees to participate in extended sick leave benefits for cases involving non-work related catastrophic or long-term illnesses or injuries.

C. Executive, Management and Technical employees shall receive three (3) personal leave days (prorated annually). The personal leave year shall begin on October 1st and end on the following September 30th. Personal leave days will not accumulate from year to year and cannot be liquidated by cash payment.

- D. Executive, Management and Technical employees shall be eligible to participate in a Disability Salary Replacement Program that will provide for a 60% base salary benefit after a ninety (90) day waiting period. During the ninety (90) day waiting period, an employee may utilize accrued sick and vacation leave. Upon entering the program, the employee may continue to use sick and vacation leave to make up the difference between 60% of salary and 100% of salary.
- E.
1. Executive, Management and Technical employees hired before October 1, 2002 shall be provided with coverage in the City's health insurance plan at a biweekly cost of \$10 for employee coverage and \$35 for employee plus dependent coverage.
 2. Executive, Management and Technical employees hired after October 1, 2002 will pay a biweekly cost of \$10 for employee coverage and fifty percent (50%) of the City's cost for dependent coverage.
 3. Group dental will be provided with \$19.00 of the monthly premium costs paid by the City.
 4. Executive, Management and Technical employees hired prior to October 1, 2002 who retire from the City with ten (10) or more years of service and eligibility to collect pension payments, shall have their individual and dependent health premium paid by the City.
 5. Executive, Management and Technical employees hired on or after October 1, 2002 who retire from the City with ten (10) or more years of service and eligibility to collect pension payments, shall be eligible to continue individual and dependent health coverage at the same rate as if they were an active employee.
 6. Executive, Management and Technical employees shall have the option of having an annual physical exam paid for by the City.
 7. Upon termination of employment, Executive, Management and Technical employees will have all outstanding hospitalization, medical and dental bills paid in accordance with the City's insurance policies or plans (with coverage through the last day of the terminating month provided the applicable employee contributions have been paid).
- F. Executive, Management and Technical employees shall be provided with basic term life insurance of \$100,000 with all premium costs paid by the City. Employees shall have the option of purchasing supplemental term life insurance at group rates up to a combined total amount (basic and supplemental) of \$500,000.
- G. Executive, Management and Technical employees shall receive the following paid holidays:
- | | | |
|------------------------|-------------------------------|------------------|
| New Year's Day | Labor Day | Christmas Eve |
| Memorial Day | Martin Luther King's Birthday | Veteran's Day |
| Christmas Day | Employee's Birthday | President's Day |
| Thanksgiving Day | New Year's Eve | Independence Day |
| Day after Thanksgiving | | |
- H. Participation in the City Pension Plan
1. Executive, Management and Technical employees, except as otherwise specifically provided in an employment agreement, are required to participate in the City Pension Plan as defined in Article X of the Hollywood City Charter.

2. Employees' hired prior to July 15, 2009:

Employees must contribute seven percent (7%) of his/her tax deferred gross earnings to the Fund; on October 1, 2009 each member must contribute eight percent (8%); and, on October 1, 2010 and thereafter, each member must contribute nine percent (9%).

Employees' hired on or after July 15, 2009:

Employees must contribute nine percent (9%) of his/her tax deferred base earnings to the Fund.

3. Executive employees, hired prior to June 4, 2003, subject to the terms and conditions of an employment agreement, who elected not to join the City Pension Plan, may participate in a 401 Defined Contribution Retirement Plan in lieu of participation in the City's Pension Plan.

I. Executive, Management and Technical Pay Plan employees are eligible to apply for tuition reimbursement in accordance with the following guidelines:

<u>Graduate</u>	<u>Benefit</u>
Grade of B or Better	50% Reimbursement at State tuition rates
Grade of Pass	50% Reimbursement at State tuition rates

<u>Undergraduate</u>	<u>Benefit</u>
Grade of C or Better	50% Reimbursement at State tuition rates
Grade of Pass	50% Reimbursement at State tuition rates

Reimbursement may not exceed \$1,800 for any employee in any one fiscal year. Any coursework eligible for reimbursement must have a direct relationship to the job requirements of the employee's position or for promotional or advancement opportunities.

Reimbursement may only be provided for attendance at an accredited college or university. Employees enrolled in a technical or vocational institution shall not be eligible for tuition reimbursement under this program.

Reimbursement may only be provided for on-line college coursework for core courses required by a residential degree program. Tuition will not be reimbursed for total on-line degree programs and/or on-line degree program electives.

Reimbursement will only be for tuition within the limits stated above. Employees shall not be eligible to receive reimbursement for books, course fees or any other expenses. Tuition is subject to the approval of the Department/Office Director and City Manager or designee.

Employees who receive benefits under this program, who voluntarily leave the City's employment within two (2) years of receiving such benefit, shall be responsible for reimbursing the City for the entire cost of this benefit. An appeal to waive this requirement shall be directed to Department/Office Director for recommendation subject to the approval of the City Manager or designee.

J. Executive, Management and Technical employees have the option of joining the Sun Credit Union.

K. Executive, Management and Technical employees have the option of participating in payroll Direct Deposit.

- L. Executive, Management and Technical employees may purchase U.S. Savings bonds through payroll deduction.
- M. Executive, Management and Technical employees may be provided with the use of a City vehicle or a car allowance. Such benefit shall be determined at the sole discretion of the City Manager.
- N. Upon the death of the employee, the employees spouse may continue coverage for the duration which the spouse maintains the designated health and dental premiums.

20. Benefits for Confidential Employees

- A. Confidential employees shall accrue vacation leave on a bi-weekly basis according to the following schedule:

up to seven (7) completed years	= 10 days
seven (7) but less than ten (10) completed years	= 14 days
ten (10) but less than fifteen (15) completed years	= 18 days
fifteen (15) but less than twenty (20) completed years	= 20 days
twenty (20) completed years and above	= 25 days

All confidential employees with unused vacation earned during the vacation year as of September 30th of each year shall utilize such unused vacation during the fifteen (15) month period following the vacation year in which it was earned. Cash payment for unused vacation may only be made upon termination of the employee or upon approval of the Office/Department Head and the concurrence of the City Manager. Leave that is liquidated by cash payment shall be paid at the employee's rate of pay when the vacation time was earned.

- B. Confidential employees accrue eight (8) hours of sick leave per month with no limit on the amount of sick leave that is accumulated. Additionally, between October 1st and September 30th of each fiscal year, an employee may use three (3) accrued sick leave days as personal days. Personal days will not accumulate from year to year.

- 1. Accrued sick leave shall be terminally paid at the following rates in relationship to years of service with the City:

Less than five (5) years	20% sick leave
Five (5) to ten (10) years	40% sick leave
Ten (10) or more years	70% sick leave

- 2. Upon the accumulation of four hundred (400) sick leave hours, all employees have the option of converting up to forty (40) hours of sick leave to vacation leave.
- 3. Employees may participate in the City's Sick Leave Pool Program upon the completion of one year of employment and with a minimum accumulation of ninety-six (96) hours of sick and/or vacation leave. This program entitles eligible employees to participate in extended sick leave benefits for cases involving non-work related catastrophic, or long-term illnesses, or injuries.

- C. Confidential employees shall be eligible to participate in a Disability Salary Replacement Program that will provide for a 60% base salary benefit after a ninety (90) day waiting period. During the waiting period, sick and vacation accruals may be utilized. While in the program, the employee may continue to use sick and annual leave to make up the difference between 60% of salary and 100% of salary.

- D.
1. Confidential employees hired prior to October 1, 2002 shall be provided with coverage in the City's health insurance plan at a biweekly cost of \$10 for employee coverage and \$35 for employee plus dependent coverage.
 2. Confidential employees hired after October 1, 2002 will pay a biweekly cost of \$10 for employee coverage and fifty percent (50%) of the City's cost for dependent coverage.
 3. Group dental will be provided with \$19.00 of the monthly premium costs paid by the City.
 4. Confidential employees hired prior to October 1, 2002 who retire from the City with ten (10) or more years of service and eligibility to collect pension payments, shall have their individual and dependent health premium paid by the City.
 5. Confidential employees hired on or after October 1, 2002 who retire from the City with ten (10) or more years of service and eligibility to collect pension payments, shall be eligible to continue individual and dependent health coverage at the same rate as if they were an active employee.
 6. Confidential employees shall have the option of an annual physical exam at a City designated facility paid for by the City.

E. Confidential employees shall be provided with basic term life insurance of \$25,000 with all premium costs paid by the City. Employees shall have the option of purchasing supplemental term life insurance at group rates up to a combined total amount (basic and supplemental) of \$500,000.

F. Confidential employees shall receive the following paid holidays:

New Year's Day	Labor Day	Christmas Eve
Memorial Day	Martin Luther King's Birthday	Veteran's Day
Christmas Day	New Year's Eve	President's Day
Employee's Birthday	Thanksgiving Day	Day after Thanksgiving
Independence Day		

G. Employees' hired prior to July 15, 2009:

Employees must contribute seven percent (7%) of his/her tax deferred gross earnings to the Fund; on October 1, 2009 each member must contribute eight percent (8%); and, on October 1, 2010 and thereafter, each member must contribute nine percent (9%).

Employees' hired on or after July 15, 2009:

Employees must contribute nine percent (9%) of his/her tax deferred base earnings to the Fund.

H. Confidential Pay Plan employees are eligible to apply for tuition reimbursement in accordance with the following guidelines:

<u>Graduate</u>	<u>Benefit</u>
Grade of B or Better	50% Reimbursement at State tuition rates
Grade of Pass	50% Reimbursement at State tuition rates

<u>Undergraduate</u>	<u>Benefit</u>
----------------------	----------------

Grade of C or Better	50% Reimbursement at State tuition rates
Grade of Pass	50% Reimbursement at State tuition rates

Reimbursement may not exceed \$1,800 for any employee in any one fiscal year. Any coursework eligible for reimbursement must have a direct relationship to the job requirements of the employee's position or for promotional or advancement opportunities.

Reimbursement may only be provided for attendance at an accredited college or university. Employees enrolled in a technical or vocational institution shall not be eligible for tuition reimbursement under this program.

Reimbursement may only be provided for on-line college coursework for core courses required by a residential degree program. Tuition will not be reimbursed for total on-line degree programs and/or on-line degree program electives.

Reimbursement will only be for tuition within the limits stated above. Employees shall not be eligible to receive reimbursement for books, course fees or any other expenses. Tuition is subject to the approval of the Department/Office Director and City Manager or designee.

Employees who receive benefits under this program, who voluntarily leave the City's employment within two (2) years of receiving such benefit, shall be responsible for reimbursing the City for the entire cost of this benefit. An appeal to waive this requirement shall be directed to Department/Office Director for recommendation subject to the approval of the City Manager or designee.

- I. Confidential employees have the option of joining the Sun Credit Union.
- J. Confidential employees have the option of participating in payroll Direct Deposit.
- K. Confidential employees may purchase U.S. Savings bonds through payroll deduction.
- L. Confidential employees shall receive four (4) hours of compensatory time for blood donation.
- M. Upon the death of the employee, the employees spouse may continue coverage for the duration which the spouse maintains the designated health and dental premiums.

21. Pay Ranges and Titles

EXECUTIVE – E1 Plan: (Commission Appointed) Salary Depending on Qualifications

City Manager E1

City Attorney E1

EXECUTIVE – E1 Plan: (At Will Employees) Salary Depending on Qualifications

Assistant City Manager E1

EXECUTIVE – E1 Plan: (At Will Employees) Salary Depending on Qualifications up to \$170,000

Public Safety

Fire Chief E1

Police Chief E1

Department Directors

Director, Financial Services E1

Director, Housing, Community Redevelopment and Code Compliance E1

Director, Information Technology E1

Director, Parks, Recreation, and Cultural Arts E1

Director, Planning and Development Services E1

Director, Public Utilities E1

Director, Public Works E1

Office Directors

City Clerk E1

Director, Business and International Trade E1

Director, Budget and Procurement Services E1

Director, Human Resources and Risk Management E1

Director, Parking Services and Intergovernmental Affairs E1

Director, Public Affairs and Marketing E1

**EXECUTIVE – LEGAL – E1 Plan: (At Will Employees) Salary
Depending on Qualifications up to \$170,000 (CONTINUED)**

Assistant City Attorney*	E1
Deputy City Attorney*	E1
Municipal Prosecutor*	E1
Police Legal Advisor	E1
Senior Assistant City Attorney*	E1
Special Litigation Counsel*	E1

***Employees with employment agreement**

EXECUTIVE – E2 Plan: \$65,000 - \$120,000

Assistant Police Chief	E2
Deputy Fire Chief	E2

EXECUTIVE – E3: \$62,500 – \$117,500

Assistant Director, Community Development and Code Compliance	E3
Assistant Director, Information Technology	E3
Assistant Director, Parks, Recreation, and Cultural Arts	E3
Assistant Director, Public Utilities	E3
Assistant Director, Public Utilities – Engineering and Construction Services	E3
Assistant Director, Public Works	E3
Assistant Director, Budget and Procurement Services	E3
Assistant Director, Human Resources and Risk Management	E3
Assistant Director, Planning and Development Services	E3
City Engineer	E3
Deputy Director, Public Utilities	E3

MANAGEMENT – M1 PLAN: \$60,000 - \$115,000

Division Fire Chief	M1
Fire Marshal	M1
Police Major	M1

MANAGEMENT – M2 PLAN: \$55,000 - \$110,000

Battalion Chief	M2
Chief Building Official	M2
City Treasurer	M2
Deputy Fire Marshall	M2
Director, Code Compliance Division	M2
Director, Communications and Public Safety Systems	M2
Director, Division of Housing Enhancement	M2
Director, Division of Systems & Programming	M2
Director, General Accounting Division	M2
Director, Procurement Division	M2
Field Services Manager	M2
Planning Manager	M2
Special Representative For International Trade	M2
Public Utilities Manger, Wastewater Treatment Plant	M2
Public Utilities Manager, Water Treatment Plant	M2
Public Utilities Manager, Underground Utilities	M2

MANAGEMENT – M3 Plan: \$50,000 - \$100,000

Administrative Services Manager	M3
ArtsPark and Cultural Affairs Division Administrator	M3
Assistant to the City Manager	M3
Assistant Building Official	M3
Budget Officer	M3
Senior Business Development Coordinator	M3
Communications Technology Manager	M3
Deputy City Clerk	M3
Environmental Services Administrator	M3
General Accounting Manager	M3

MANAGEMENT – M3 Plan: \$50,000 - \$100,000 (Continued)

Budget and Grants Coordinator	M3
Human Resources Manager	M3
Parks Manager	M3
Procurement Manager	M3
Production Manager	M3

MANAGEMENT – M4 Plan: \$40,000 - \$87,500

Assistant Parks and Athletics Manager	M4
Human Resources Officer	M4
Media Relations Manager	M4
Programs and Events Manager	M4
Procurement/Contracts Officer	M4
Senior Management & Budget Analyst	M4

MANAGEMENT – M5 Plan: \$35,000 - \$75,000

Administrative Services Coordinator	M5
Business Development Coordinator	M5
Citizens' Service Center Manager	M5
Development Coordinator	M5
Executive Assistant to the City Attorney	M5
Executive Assistant to the City Manager	M5
Human Resources Analyst	M5
Human Resources and Risk Management Accounts Analyst	M5
Management & Budget Analyst	M5
Public Relations and Graphics Designs Coordinator	M5

MANAGEMENT – M5 Plan: \$35,000 - \$75,000 (Continued)

Paralegal M5

TECHNICAL – T1 Plan: \$32,500 - \$60,000

Budget and Procurement Services Technician T1

Human Resources/Risk Programs Technician T1

Information Technology Technician T1

CONFIDENTIAL/ADMINISTRATIVE SUPPORT – C1 Plan: \$40,000 - \$64,250

Administrative Assistant II C1

CONFIDENTIAL/ADMINISTRATIVE SUPPORT – C2 Plan: \$35,750 - \$61,000

Administrative Assistant I C2

Benefits Representative C2

Legal Secretary C2