Sacramento Housing & Redevelopment Agency

REPORT TO THE CITY COUNCIL,
HOUSING AUTHORITY,
and
REDEVELOPMENT AGENCY
Of the City of Sacramento
915 I Street, Sacramento, CA 95814-2671
www.CityofSacramento.org

CONSENT
August 15, 2006

Honorable Mayor and Members of the City Council
and Redevelopment Agency and Housing Authority Members

Title: Creation of Agency Classifications of Site Manager and Assistant Site Manager

Location/Council District: Citywide

Recommendation: Adopt a 1) City Council **Resolution**; 2) a Housing Authority **Resolution**; and 3) a Redevelopment Agency **Resolution** approving the exempt classifications and salary ranges of Site Manager and Assistant Site Manager in the 2006 Agency Budget.

Contact: Anne M. Moore, Executive Director, 440-1319; James Shields, Director of Administration, 440-1306; La Shelle Dozier, Director of Housing Operations 440-1335

Presenters: Not Applicable

Department: Sacramento Housing and Redevelopment Agency

Summary: The creation of the exempt management classifications of Site Manager (16 positions) and Assistant Site Manager (5 positions) are being created to support the Housing Authority's organizational changes due to the transition to asset based management of its public housing inventory.
Committee/Commission Action: None

Background Information: The Agency presented an information report to Council on June 27, 2006 which summarized projected ongoing Housing Authority budget shortfalls and the impact of federal revisions to the Public Housing Operating Fund Program. The report outlined the need to make organizational changes that will reassign staff to individual property sites in order to operate under the asset management and project based accounting systems. The creation and staffing of the new exempt management classifications as presented in this report will support the transition to the new organizational structure.

Upon approval of the new classifications, the Agency will begin the recruitment and staffing of the positions as the Public Housing Authority organizational changes are implemented.

Financial Considerations: The proposed salary range for the classification of Site Manager is $54,268 to $65,964 annually. The proposed salary range for the classification of Assistant Site Manager is $46,879 to $56,982 annually. All salary and benefit costs for the new classifications will be covered by salary savings through attrition and vacant positions and are contained in the approved 2006 Budget.

Environmental Considerations: There are no environmental considerations associated with the recommended actions.

Policy Considerations: The recommended action in this report is consistent with Agency policy and labor relation's practices and has been reviewed by the City and County Labor Relations Directors.

M/WBE Considerations: The items discussed in this report have no M/WBE impact; therefore M/WBE considerations do not apply.

Respectfully Submitted by: _____
ANNE M. MOORE
Executive Director

Recommendation Approved:

_____
for RAY KERRIDGE
City Manager

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RESOLUTION NO. 2006 -

Adopted by the Sacramento City Council

APPROVING THE CREATION OF EXEMPT MANAGEMENT CLASSIFICATIONS OF HOUSING AUTHORITY SITE MANAGER AND ASSISTANT SITE MANAGER; RELATED BUDGET AMENDMENT

BACKGROUND

A. The US Department of Housing and Urban Development (HUD) has issued regulations requiring public housing authorities, as a condition of the Public Housing Operating Fund Program, to manage their properties under asset management and project based accounting systems rather than the existing centralized operation.

B. In order to comply with these HUD regulations, the Housing Authority of the City of Sacramento (Housing Authority) will need to make organizational changes that will involve reassigning staff to individual Housing Authority property sites.

C. The management of Housing Authority properties at individual sites will require creation and staffing of the new exempt management classifications to support the transition to the new asset and project based management structure.

D. Creation of new employment classifications requires an amendment to the adopted Sacramento Housing and Redevelopment Agency budget and approval by its constituent entities.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:

Section 1. The following exempt management classifications and annual salary ranges are hereby approved:

Site Manager	$54,268 to $65,964
Assistant Site Manager	$46,879 to $56,982

Section 2. The Executive Director is hereby authorized to amend the Sacramento Housing and Redevelopment Agency Budget to include the following

number of positions for these new management classifications under the Housing Authority section of the Budget:

	Position Quota 2006 Approved Budget
Site Manager	16.00
Assistant Site Manager	5.00

Section 3. The Executive Director is hereby authorized to begin the recruitment and staffing of these new positions as the Housing Authority organizational changes are implemented, contingent on salary savings through attrition and vacant positions so that there is no financial impact of such hiring.

RESOLUTION NO. 2006 -

Adopted by the Housing Authority of the City of Sacramento

APPROVING THE CREATION OF EXEMPT MANAGEMENT CLASSIFICATIONS OF HOUSING AUTHORITY SITE MANAGER AND ASSISTANT SITE MANAGER; RELATED BUDGET AMENDMENT

BACKGROUND

E. The US Department of Housing and Urban Development (HUD) has issued regulations requiring public housing authorities, as a condition of the Public Housing Operating Fund Program, to manage their properties under asset management and project based accounting systems rather than the existing centralized operation.

F. In order to comply with these HUD regulations, the Housing Authority of the City of Sacramento (Housing Authority) will need to make organizational changes that will involve reassigning staff to individual Housing Authority property sites.

G. The management of Housing Authority properties at individual sites will require creation and staffing of the new exempt management classifications to support the transition to the new asset and project based management structure.

H. Creation of new employment classifications requires an amendment to the adopted Sacramento Housing and Redevelopment Agency budget and approval by its constituent entities.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:

Section 1. The following exempt management classifications and annual salary ranges are hereby approved:

Site Manager	$54,268 to $65,964
Assistant Site Manager	$46,879 to $56,982

Section 2. The Executive Director is hereby authorized to amend the Sacramento Housing and Redevelopment Agency Budget to include the following number of positions for these new management classifications under the Housing Authority section of the Budget:

	Position Quota 2006 Approved Budget
Site Manager	16.00
Assistant Site Manager	5.00

Section 3. The Executive Director is hereby authorized to begin the recruitment and staffing of these new positions as the Housing Authority organizational changes are implemented, contingent on salary savings through attrition and vacant positions so that there is no financial impact of such hiring.

RESOLUTION NO. 2006 -

Adopted by the Redevelopment Agency of the City of Sacramento

APPROVING THE CREATION OF EXEMPT MANAGEMENT CLASSIFICATIONS OF HOUSING AUTHORITY SITE MANAGER AND ASSISTANT SITE MANAGER; RELATED BUDGET AMENDMENT

BACKGROUND

I. The US Department of Housing and Urban Development (HUD) has issued regulations requiring public housing authorities, as a condition of the Public Housing Operating Fund Program, to manage their properties under asset management and project based accounting systems rather than the existing centralized operation.

J. In order to comply with these HUD regulations, the Housing Authority of the City of Sacramento (Housing Authority) will need to make organizational changes that will involve reassigning staff to individual Housing Authority property sites.

K. The management of Housing Authority properties at individual sites will require creation and staffing of the new exempt management classifications to support the transition to the new asset and project based management structure.

L. Creation of new employment classifications requires an amendment to the adopted Sacramento Housing and Redevelopment Agency budget and approval by its constituent entities.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:

Section 1. The following exempt management classifications and annual salary ranges are hereby approved:

Site Manager	$54,268 to $65,964
Assistant Site Manager	$46,879 to $56,982

Section 2. The Executive Director is hereby authorized to amend the Sacramento Housing and Redevelopment Agency Budget to include the following

number of positions for these new management classifications under the Housing Authority section of the Budget.

	Position Quota 2006 Approved Budget
Site Manager	16.00
Assistant Site Manager	5.00

Section 3. The Executive Director is hereby authorized to begin the recruitment and staffing of these new positions as the Housing Authority organizational changes are implemented, contingent on salary savings through attrition and vacant positions so that there is no financial impact of such hiring.