

ORDINANCE NO. 18-004

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE
AMENDING THE CLASSIFICATION SCHEDULE FOR ADMINISTRATIVE
SERVICES MANAGER**

Findings

1. Amendment to the City classification plan must be adopted by the City Council pursuant to Charter Article 25 and Pacific Grove Municipal Code (PGMC) Section 4.20.280; and
2. A new manager classification is being created, Administrative Services Manager; and
3. The new classification will provide for a manager position to cover risk management and provide professional level accounting support; and
4. This measure amends the classification salary schedule to add the Administrative Services Manager classification, and sets a salary range for the Administrative Services Manager; and
5. All other salaries the in classification schedule will remain unchanged; and
6. In the enactment of this ordinance, the City followed the guidelines adopted by the State of California and published in the California Code of Regulations, Title 14, Section 15000, et seq. Enactment of this ordinance action does not constitute a “project” as defined by California Environmental Quality Act (CEQA) because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment pursuant Section 15378.

Ordinance

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE:

SECTION 1. The foregoing findings of the City Council are incorporated into this Ordinance as if set forth in full.

SECTION 2. The position classification plan approved and adopted by the City Council pursuant to Charter Article 15 and PGMC § 4.20.280 is established for the Administrative Services Manager classification, with the following salary schedule:

Classification	Step						
	1A	2B	3C	4D	5E	6F	7G
Administrative Services Manager	41.94	44.04	46.24	48.55	50.98	53.53	56.20

SECTION 3. The City Manager is directed to execute all documents and to perform all other necessary City acts to implement this Ordinance.

SECTION 4. In accord with Article 15 of the City Charter, this ordinance shall become effective on the thirtieth (30th) day following passage and adoption hereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE
this 21st day of February, 2018, by the following vote:

AYES: Mayor Kampe, Councilmembers Cuneo, Garfield, Fischer and Peake.

NOES: None.

ABSENT: Councilmembers Huitt and Smith.

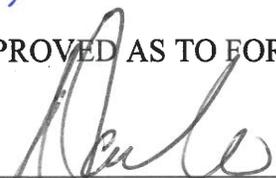
APPROVED:


BILL KAMPE, Mayor

ATTEST:


SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:


DAVID C. LAREDO, City Attorney