

**ORDINANCE NO. 19-003**

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE  
AMENDING THE CLASSIFICATION SCHEDULE TO ADD COMMUNITY  
DEVELOPMENT DIRECTOR, SENIOR PROGRAM MANAGER AND CASHIER**

**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. Reorganization within the Community and Economic Development Department requires new classification titles and salary ranges; and
3. A Community Development Director classification would lead the re-organized department; and
4. Senior Program Manager classification would assist with significant leadership in the newly organized department; and
5. The Lighthouse Gift Shop has historically been staffed by volunteers until recently with unsuccessful volunteer recruitments; and
6. Changes at the Lighthouse Gift Shop merit the addition of a new cashier classification; and
7. The salary schedule for the identified position is amended accordingly; and
8. All other salaries in the classification schedule will remain unchanged; and
9. 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 Community

Development Director, Senior Program Manager and Cashier classifications with the following salary schedule. All other salaries remain unchanged.

Classification	Step						
	1A	2B	3C	4D	5E	6F	7G
Community Development Director	\$59.70	\$62.69	\$65.82	\$69.11	\$72.57	\$76.19	\$80.00
Program Manager, Senior	49.06	51.51	54.09	56.79	59.63	62.61	65.75
Cashier	12.00	12.60	13.23	13.89	14.59		

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. Upon approval at second reading, this ordinance shall be given an effective date of the first full pay period following the 2nd reading of the ordinance.

**PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE** this 20<sup>th</sup> day of February, 2019, by the following vote:

AYES: Mayor Peake, Councilmembers Amelio, Garfield, Huitt, McAdams, Smith, and Tomlinson.

NOES: None.

ABSENT: None.

APPROVED:



BILL PEAKE, Mayor

ATTEST:

  
SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

  
DAVID C. LAREDO, City Attorney