



TO: Mayor via City Secretary

REQUEST FOR COUNCIL ACTION

SUBJECT: Revisions to the Master Classification Ordinance for City Employees		Category # 3	Page 1 of	Agenda Item #						
FROM (Department or other point of origin): Human Resources Department		Origination Date 11/6/15	Agenda Date							
DIRECTOR'S SIGNATURE: 		Council District affected: ALL								
For additional information contact: Omar Reid Phone: (832) 393-6056		Date and identification of prior authorizing Council action: Rev. to Ord. 90-1292 as amended by Ord. 2015-1038								
RECOMMENDATION: (Summary) Approve the proposed revisions to the Master Classification Ordinance by adding two job classifications										
Amount & Source of Funding:			Budget:							
SPECIFIC EXPLANATION: The Human Resources Department recommends the following revisions to the civilian Master Classification Listing. These revisions can be found on Exhibit A of the ordinance. A. Add job classifications <table data-bbox="92 1108 1148 1218"><thead><tr><th><u>Proposed Job Title</u></th><th><u>Proposed Pay Grade</u></th></tr></thead><tbody><tr><td>Client Relations Manager</td><td>27</td></tr><tr><td>Senior Client Relations Manager</td><td>29</td></tr></tbody></table>					<u>Proposed Job Title</u>	<u>Proposed Pay Grade</u>	Client Relations Manager	27	Senior Client Relations Manager	29
<u>Proposed Job Title</u>	<u>Proposed Pay Grade</u>									
Client Relations Manager	27									
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REQUIRED AUTHORIZATION										
Finance Director: 		Other Authorization:		Other Authorization:						