# CITY OF SOMERVILLE, MASSACHUSETTS
## PERSONNEL OFFICE
### JOSEPH A. CURTATONE
### MAYOR

ANNE GILL
DIRECTOR

ELLEN COLLINS
DEPUTY DIRECTOR

**MEMO**

To:      The Honorable City Council
From:  Anne Gill, Director of Human Resources
Date:   6/24/2021
RE:      Somerville Code of Ordinance Section 2-322 and 2-323

To the Honorable City Council,

An amendment to Sections 2-322 and 2-323 of Chapter 2 of the Code of Ordinances of the City of Somerville was submitted for consideration and approval to the Honorable City Council for the meeting of June 10, 2021.  The Finance Committee recommended approval of this amendment on June 23, 2021.

Tonight, I submit for your Honorable City Council's consideration and approval four additional updates to Ordinance Section 2-323 to update categories and associated salaries for non-union positions:
- The first update adjusts the classification for the City Clerk from NU05 to NU04, reflecting the incorporation of the stipend associated with that position into the base salary
- The other three updates are for positions that will have new managerial responsibilities as a result of new positions proposed in the budget. We held off on officially reclassifying these managerial positions to ensure that the new proposed positions made it through cut night and into the final budget. These three updates are:
  - Reclassification of the Climate Change Program Manager from NU09 to NU08, reflecting managerial responsibilities for the new Community Engagement Specialist in the Office of Sustainability and Environment.
  - Reclassification of the Housing Grants Manager in OSPCD: Housing from NU09 to NU07, reflecting managerial responsibilities for the new Housing Development Program Manager and the associated 2,000 Homes Program.
  - Reclassification of the Housing Case Manager Communications Liaison from NU11 to NU10, reflecting managerial responsibilities for the new Housing Search Case Manager in the Office of Housing Stability.

I thank you for your consideration of this item.  The Ordinance with updates in track changes is attached.