

**RACM Review and Recommendations**  
**Department of Employee Relations – October 2015**

<b>Current Classification/PR</b>	<b>Description of the Work/ Reporting Relationship</b>	<b>Recommended Classification/PR</b>	<b>Rationale/Internal Comparables</b>
<b>Sr Environmental Project Coor 2EX (\$45,305 - \$63,426)</b>	Ensure NEPA compliance for federally funded programs by coordinating and managing consultant contracts for Phase I assessments, Phase II investigations, and Phase III remediation activities, including on-site inspections. Apply for and manage Brownfield grant money. <i>ASST EXEC DIR RACM</i>	Environmental Project Coordinator 2EX NO CHANGE	This classification and pay range are comparable to journey level professional positions within the City structure requiring a 4 year degree OR the equivalent combination of training and experience. Comparable positions include: Sr Auditors, Purch Agents, Safety Specialists, Business Analysts.
<b>Sr Environ Project Engineer 2GX (\$51,468 - \$72,062)</b> 2 positions	Manage the City's environmental liability associated with foreclosure properties including environmental assessments, grant applications, and environmental policy development. <i>ASST EXEC DIR RACM</i>	Environmental Project Coordinator-Sr 2GX NO CHANGE	This classification and pay range are comparable to the City's Economic Development Specialist classification also in Pay Range 2GX.
<b>Real Estate Specialist 2GX (\$51,468 - \$72,062)</b>	Coordinate real estate functions and economic development activities in the 30 <sup>th</sup> Street Industrial Corridor by working with businesses, resident and non-profits. Facilitate real estate transactions, provide technical assistance to developers, and coordinate activities to promote economic development. <i>DEVELOPMENT MANAGER</i>	NO CHANGE	This is an existing City title.
<b>Communication &amp; Media Mgr 2JX (\$63,338 - \$87,270)</b>	Plan and implement media relations and public relations activities for DCD, RACM, MEDC, and the Port. <i>HACM SECRETARY/ED</i>	Econ Dev Mrktg Mgr OR Marketing & Comm Officer 2JX NO CHANGE	The scope and level of responsibility of this position is consistent with PIO positions across the City: Public Information Manager (City Clerk), Marketing and Public Relations Officer (MPL), Marketing and Communications Officer (DPW).
<b>Sr Economic Development Spec 2JX (\$63,338 - \$87,270)</b>	Underwrite major catalytic projects (real estate, business expansion, public infrastructure and transportation) in order to make recommendations to the policy makers and Elected Officials concerning appropriate levels of public investment. <i>DEVELOPMENT PROJECTS MANAGER</i>	Lead Economic Dev Spec 2JX NO CHANGE	The level of responsibility of this position seems to be higher than the old classification of Sr Economic Development Specialist previously allocated to PR 2HX (\$54,864-\$76,806). While this position does not have traditional supervisory responsibilities, its involvement in negotiating development agreements, managing relationships with business owners, developers and other governmental entities warrant its current allocation. Comparable positions include: Operations Managers in Health, DNS, Development Center, Strategic Development Manager, and Economic Development Marketing Manager.
<b>Special Asst to Exec Dir 2LX (\$70,827 - \$99,154)</b>	Serve as the Mayor's Communications Director, direct media relations and media events, draft and deliver Mayoral statements, and oversee the activities of PIOs in cabinet level departments and MAWIB.	<b><i>To be reviewed and a recommendation determined in 2016.</i></b>	
<b>Development Manager PR1IX (\$75,478 - \$105,669)</b>	Implement the 30 <sup>th</sup> Street Corridor Economic Development Plan, coordinate and manage activities of staff responsible for implementing industrial, residential, commercial redevelopment activities. Implement economic development strategies to ensure catalytic impact of Century City redevelopment. <i>ASST SECRETARY/EXEC DIR</i>	Development Projects Coordinator PR 2LX \$70,827 - \$99,154	The position has a narrower focus and scope of responsibility when compared to the Development Projects Manager. This position reports to the Assist Sec/Exec Dir; the Dev Projects Mgr reports to the Sec/Exec Dir. The requirements for the Dev Projects Mgr include significant experience (5 yrs) in the area of industrial/commercial development and redevelopment, including prior supervisory experience. The recommended level is consistent with the following DCD positions: Real Estate Development Services Manager and Marketing Development Services Manager.

<b>Development Projects Manager</b> <b>PR 1IX (\$75,478 - \$105,669)</b>	Manage DCD's and RACM's development team responsible for real estate projects involving financing, land sales, development agreements, and entitlement authorization. Prepare legislative files, TIF plans, feasibility studies for the creation of TIDs in cooperation with the Comptroller's Office and the Budget Office. <i>RACM SECRETARY/EXEC DIR</i>	Development Projects Manager PR 1IX NO CHANGE	The level of responsibility of this position is consistent with other senior/executive level positions within DCD and the City within PR 1IX. Comparable positions:  <u>DCD</u> – City Planning Manager, Redevelopment and Special Projects Manager, Neighborhood Business Development Manager.  <u>City</u> -Homeland Security Dir, Environmental Sustainability Dir, Family and Community Hlth Svcs Dir.
<b>Asst Executive Dir-Sec RACM 1LX (\$91,403 - \$127,961)</b>	Oversee, manage, and coordinate activities related to redevelopment, blight prevention and elimination including real estate development activities, Brownfield Program, and represent the ED and serves as point of contact with elected officials, developers, private companies, community groups, etc. <i>RACM SECRETARY/EXEC DIR</i>	PR 1LX NO CHANGE	The level of responsibility, impact, and complexity of this position is consistent with other “deputy level” or “division dir level” positions in the City including:  <u>Deputies:</u> MPL, DNS, ERS, Comptroller  <u>Div Dir:</u> Lab, CDBG Dir, Purchasing