



City of Cambridge

O-17

IN CITY COUNCIL

April 22, 2002

COUNCILLOR MAHER
VICE MAYOR DAVIS
COUNCILLOR DECKER
COUNCILLOR GALLUCCIO
COUNCILLOR MURPHY
COUNCILLOR REEVES
COUNCILLOR SIMMONS
MAYOR SULLIVAN
COUNCILLOR TOOMEY

ORDERED: That the City Council amend Rule 37 of the 2002-2003 Rules of the City Council As Amended to add at the end of Rule 37, Rules of Courtesy, a new paragraph, which reads as follows:

"While in the Sullivan Chamber, all persons with cell phones, pagers or other devices emitting audible signals shall either set the device to a non-audible signal mode or turn off the device."

In City Council April 22, 2002.

Adopted by the affirmative vote of nine members.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in black ink, reading "D. Margaret Drury". The signature is written in a cursive style with a large, looped "D" at the beginning.

D. Margaret Drury
City Clerk



City of Cambridge

O-18

IN CITY COUNCIL

April 22, 2002

COUNCILLOR MURPHY
VICE MAYOR DAVIS
COUNCILLOR DECKER
COUNCILLOR GALLUCCIO
COUNCILLOR MAHER
COUNCILLOR REEVES
COUNCILLOR SIMMONS
MAYOR SULLIVAN
COUNCILLOR TOOMEY

ORDERED: That Rule 23 C.1a be amended to reflect the original intent of the City Council by eliminating the last two words of paragraph a: "per category;" such that the last sentence shall read as follows: "Each speaker shall limit his or her comments to no more than three minutes."

In City Council April 22, 2002.

Adopted by the affirmative vote of nine members.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in black ink, reading "D. Margaret Drury".

D. Margaret Drury
City Clerk



City of Cambridge

O-19

IN CITY COUNCIL

April 22, 2002

COUNCILLOR MAHER
VICE MAYOR DAVIS
COUNCILLOR DECKER
COUNCILLOR GALLUCCIO
COUNCILLOR MURPHY
COUNCILLOR REEVES
COUNCILLOR SIMMONS
MAYOR SULLIVAN
COUNCILLOR TOOMEY

WHEREAS: It is the belief of the City Council that some of the salaries of employees directly appointed by the City Council are no longer commensurate with the salaries of other city employees in the same categories under Chapter 2.62 of the Cambridge Municipal Code and/or those of other employees with similar responsibilities; and

WHEREAS: This situation can come about when employees have been in their positions for several years, so that market forces have not brought about increases and when in addition, the salaries of such employees have not otherwise been reviewed comparatively; and

WHEREAS: The City Council believes that the best long-term approach to fair and reasonable salaries for such employees is a mechanism for regular review of salaries and benefits; now therefore be it

RESOLVED: That the City Manager be and hereby is requested to review forthwith the salaries of the employees directly appointed by the City Council such that said review and any changes in compensation shall be accomplished no later than May 15, 2002; and be it further

RESOLVED: That the City Manager be and hereby is requested to provide suggestions to the City Council for mechanisms that the City Council could adopt to institutionalize periodic review for employees directly appointed by the City Council, whether through amendment to the salary ordinance or other means.

In City Council April 22, 2002.

Adopted by the affirmative vote of nine members.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in black ink, reading "D. Margaret Drury". The signature is written in a cursive style with a large, looped "D" and "M".

D. Margaret Drury
City Clerk



City of Cambridge

O-9.
Amended Order
IN CITY COUNCIL

February 25, 2002

COUNCILLOR TOOMEY
VICE MAYOR DAVIS
COUNCILLOR DECKER
COUNCILLOR GALLUCCIO
COUNCILLOR REEVES
COUNCILLOR SIMMONS

WHEREAS: During the 2000-2001 City Council term there were several public hearings relative to the issue of staffing for the City Council; and

WHEREAS: There was much public input and debate surrounding this issue; and

WHEREAS: The City budget for the 2002-2003 is presently being reviewed and prepared by the City Manager; now therefore be it

ORDERED: That the City Manager prepare a recommendation for the City Council, on the creation of full time staff positions, including technical assistance, research and analysis, for each City Councillor and a recommendation as to how the existing City Council Office could work cooperatively and in conjunction with individual Council aides; and be it further

ORDERED: That the City Manager report back by March 18, 2002 to the Government Operations and Rules Committee; and be it further

ORDERED: That this order be adopted and referred to the Government Operations and Rules Committee.

In City Council February 25, 2002.

Adopted as amended by the affirmative vote of eight members.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in cursive script that reads "D. Margaret Drury".

D. Margaret Drury
City Clerk



B

CITY OF CAMBRIDGE • EXECUTIVE DEPARTMENT

Robert W. Healy, City Manager

Richard C. Rossi, Deputy City Manager

April 11, 2002

Councillor David P. Maher, Chair
Councillor Anthony D. Galluccio
Councillor Brian Murphy
Councillor Kenneth E. Reeves
Councillor Timothy J. Toomey, Jr.
Government Operations Committee

Dear Councillors Maher, Galluccio, Murphy, Reeves & Toomey:

Please find attached a response to Council Order No. 9, dated February 25, 2002, regarding the creation of full time City Council staff positions.

This response was given at a previous Government Operations Committee meeting on this subject.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec
Attachment

Cc: Vice Mayor Henrietta Davis
Councillor Marjorie C. Decker
Councillor E. Denise Simmons
Mayor Michael A. Sullivan
City Clerk Margaret Drury

Additional Staffing Budget – City Council Office

Administrative Assistant Staff

\$31,000

x 8

\$248,000

Benefits

\$11,075 (single & pension)

\$17,525 (family & pension)

\$28,600

\$14,300 (average)

x 8

\$114,400

Total Salary & Wages

\$362,400

Personal Computer

\$1,800 x 8 = \$14,400

Printers

\$1,450 x 3 = \$4,350

Supplies

\$500 x 8 = \$4,000

Mailings

\$500 x 8 = \$4,000

Fax/Copier

\$700 x 1 = \$700

Tables/Chairs

\$350 x 8 = \$2,800

Phone/installation

\$100 x 8 = \$800

Phone lines/usage

\$50 x 12 mo. = \$600 x 8 = \$4800

\$35,850

TOTAL:

\$398,250

April 12, 2002

To: Committee on Government Operations and Rules

From: Councillor Toomey

Re: Motion on City Council Order of February 25, 2002

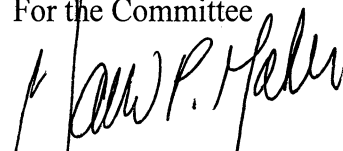
Councillor Toomey moves that the Council Order dated February 25, 2002 directing the City Manager to prepare a recommendation regarding the creation of full time staff positions to assist each City Councillor be withdrawn from consideration and that no further action on said Council Order be taken.

- Whereas:** It is the belief of the City Council that some of the salaries of employees directly appointed by the City Council are no longer commensurate with the salaries of other city employees in the same categories under Chapter 2.62 of the Cambridge Municipal Code and/or those of other employees with similar responsibilities; and
- Whereas:** This situation can come about when employees have been in their positions for several years, so that market forces have not brought about increases and when in addition, the salaries of such employees have not otherwise been reviewed comparatively; and
- Whereas:** The City Council believes that the best long-term approach to fair and reasonable salaries for such employees is a mechanism for regular review of salaries and benefits; now therefore be it
- Resolved:** That the City Manager be and hereby is requested to review forthwith the salaries of the employees directly appointed by the City Council such that said review and any changes in compensation shall be accomplished no later than May 15, 2002, and be it further
- Resolved:** That the City Manager be and hereby is requested to provide suggestions to the City Council for mechanisms that the City Council could adopt to institutionalize periodic review for employees directly appointed by the City Council, whether through amendment to the salary ordinance or other means.

The motion passed on a voice vote without objection.

Councillor Maher thanked all those present for their participation. The meeting was adjourned at 1:50 p.m.

For the Committee



Councillor David P. Maher, Chair

provision for three minutes per “category.” The City Clerk explained that at the recommendation of the joint council/staff task force on improving council effectiveness, the City Council adopted temporary rules for the period of July 1, 1999 through December 31, 1999. Those rules utilized a different format for public comment. At the beginning of each category of business on the agenda, for example, the City Manager’s agenda, communications, committee reports, public comment pertaining to the items in that category was invited. Comment was limited to three minutes for each category. At the end of the six-month temporary change, the task force recommended that this format not be adopted. Rather, the task force recommended that all public comment be scheduled at the beginning of the meeting with a total allocation of three minutes per person. The City Council voted to adopt the recommendation of the task force. In rewriting the rules in accord with the vote, the clerk inadvertently left the words “three minutes per category, instead of eliminating “per category” to clarify the revision.

Councillor Murphy moved that the committee recommend that the City Council amend Rule 23 C.1a to correct the error by adopting the following order:

Ordered: That Rule 23 C.1a be amended to reflect the original intent of the City Council by eliminating the last two words of paragraph a: “per category;” such that the last sentence shall read as follows: “Each speaker shall limit his or her comments to no more than three minutes.”

The motion was passed without objection on a voice vote.

Thereupon the committee moved to discussion of Order Number 9, dated February 25, 2002 on the issue of the creation of full time staff positions for each city councillor (**Attachment A**). The City Clerk distributed a report on the costs prepared by the City Manager (**Attachment B**). All members present agreed that regardless of the merits of creation of such positions, in light of the budget difficulties at the state level and other effects of the downturn in the economy that will impact the city budget, this would not be a good time to create such additional positions.

Councillor Toomey moved that the committee recommend that Order Number 9 of February 25, 2002, requesting that the City Manager prepare a recommendation for full time staff for each councillor, be withdrawn and that no further action be taken on this matter (**Attachment C**).

The motion was passed without objection on a voice vote.

At this time the committee turned to a discussion of compensation for staff directly appointed by the City Council. The Council staff present provided information with regard to salaries for Council staff and then left the room during this discussion.

Councillor Maher moved that the following order be recommended to the full City Council.

City of Cambridge

GOVERNMENT OPERATIONS AND RULES

COMMITTEE MEMBERS

Councillor David P. Maher, Chair
Councillor Anthony D. Galluccio
Councillor Brian Murphy
Councillor Kenneth E. Reeves
Councillor Timothy J. Toomey

In City Council April 22, 2002

The Government Operations and Rules Committee held a public meeting on April 12, 2002, beginning at 1:10 p.m. in the Ackermann Room. The meeting was held for the purpose of considering the following items that had been referred to the Committee by the full City Council:

- Amending Rule 37 to prohibit audible signals from cell phones in the Sullivan Chamber.
- Scrivener's error in Rule 23 C.1a.
- Creations of staff positions for each City Councillor
- Compensation for staff directly appointed by the City Council

Present at the meeting were Councillor David P. Maher, Chair of the Committee, Councillor Brian Murphy, Councillor Timothy J. Toomey Jr., and City Clerk D. Margaret Drury, Deputy City Clerk Donna P. Lopez and Assistant to the City Council Sandra Albano.

Councillor Maher convened the hearing and explained the purpose. He began with the first topic listed above, cell phones in the Chamber. The committee considered the following order:

Ordered: That the City Council amend Rule 37 of the 2002-2003 Rules of the City Council As Amended to add at the end of Rule 37, Rules of Courtesy, a new paragraph, which reads as follows:

"While in the Sullivan Chamber, all persons with cell phones, pagers or other devices emitting audible signals shall either set the device to a non-audible signal mode or turn off the device."

On a voice vote without objection the Committee voted to recommend adoption of the amendment to the full City Council.

Councillor Maher then moved to the next topic, the scrivener's error in Rule 23 C.1a Public Comment - Regular Business Meetings. The last line of this rule provides that "[e]ach speaker shall limit his or her comments to no more than three minutes per category." At the January 28, 2002 City Council meeting, a question arose regarding the

Committee Report #3

Committee Report from Councillor David P. Maher, Chair of the Government Operations and Rules Committee, for a meeting held on April 12, 2002 for the purpose of considering amending Rule 37 to prohibit audible signals from cell phones in the Sullivan Chamber, Scrivener's error in Rule 23 C.1a, creation of staff positions for each City Councillor and compensation for staff directly appointed by the City Council

In City Council April 22, 2002

**REPORT ACCEPTED.
PLACED ON FILE.
THREE ORDERS ADOPTED.
SEE ORDERS #17, #18 AND
#19.**