

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: AMY REEVE, HUMAN RESOURCES DIRECTOR,
HUMAN RESOURCES DEPARTMENT
SUBJECT: AMENDMENT TO THE CITY CLASSIFICATION AND SALARY
PLAN CREATING THE CLASSIFICATION OF STORM WATER
AND CREEKS MANAGER AND RECLASSIFYING ONE VACANT
SUPERVISING ENGINEER POSITION TO STORM WATER AND
CREEKS MANAGER

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Human Resources Department that the Council, by resolution, amend the City's Classification and Salary Plan to create a new classification of Storm Water and Creeks Manager and reclassify one Supervising Engineer position, to Storm Water and Creeks Manger in the Water Department.

EXECUTIVE SUMMARY

Amendments to the City's Classification and Salary Plan require City Council approval. Staff recommends the following amendments to the City classification allocation and salary schedule for Council approval:

Create the classification of Storm Water and Creeks Manager with an annual salary range of \$103,131 - \$132,077 in Unit 18-Miscellaneous Mid Management.

Reclassify 1.0 FTE vacant Supervising Engineer position to Storm Water and Creeks Manager in the Water Department.

BACKGROUND

The Water Department requested a study of one vacant Supervising Engineer position in the Asset-Management-Stormwater division for possible reclassification to a new position

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of Storm Water and Creeks Manager based on changes in the scope of work and composition of the team.

PRIOR CITY COUNCIL REVIEW

None.

ANALYSIS

Water Department

The Storm Water & Creeks Section was originally comprised of technical engineering staff however, the scope of work and composition of the team has shifted over time. The vacant position currently provides direct supervision to two Senior Environmental Specialists, two Environmental Specialists, one Quality Control Associate, two Civil Engineering Technicians, one Natural Resource Specialist, one Research Program Coordinator, and two student Interns.

While the incumbent was responsible for understanding and interpreting complex technical information there is no longer the need to have a technical/engineering position supervise staff. The current model allows the position to focus on leading, directing, and managing the implementation of goals, objectives, priorities, policies and practices of the Storm Water & Creeks Section. This includes general oversight and management of the national regulatory permits for the National Pollutant Discharge Elimination Systems (NPDES) and the Municipal Separate Storm Sewer System (MS4), the scope of which is similar to other program managers in the City of Santa Rosa. This change will increase the efficacy of the management of the Storm Water and Creeks Program and ensure the City's continued compliance of the regulatory permits.

After a review of internal positions and salaries within the Water Department, and comparable classifications within the City, it is recommended to reclassify the 1.0 FTE vacant Supervising Engineer with an annual salary range of \$103,201. - \$132,566 in Unit 18 Miscellaneous Mid-Management, to a new classification of Storm Water and Creeks Manager with an annual salary range of \$103,131 - \$132,077, also in Unit 18 Miscellaneous Mid-Management.

FISCAL IMPACT

There will be no fiscal impact in FY 2019-20 budget due to the reclassification of this staff vacancy. No additional funds for FY 2019-20 are required.

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ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution

CONTACT

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