

RESOLUTION NO. RES-2023-106

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE CITY SALARY PLAN AND SCHEDULE AND AUTHORIZING THE CITY MANAGER TO IMPLEMENT THESE CHANGES INCLUDED IN THE FISCAL YEAR 2023-24 BUDGET

WHEREAS, the Personnel Officer, on behalf of the City Manager, ensures the orderly and consistent administration of the City Council's adopted salary plan and schedule; and

WHEREAS, the Personnel Officer recommends that various classifications be abolished, created or modified, and that some existing salary ranges be adjusted; and

WHEREAS, amendments to the City Council's adopted salary plan and schedule for the Parks and Recreation Department will be addressed separately.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa amends the City salary plan and schedule and authorizes the changes to permanent budgeted positions as follows:

- 1) Add 1.0 FTE Administrative Analyst Confidential, Unit 11 Confidential Mid-Management in the City Manager's Office
- 2) Delete 1.0 FTE Senior Administrative Assistant Confidential, Unit 12 Confidential in the City Manager's Office
- 3) Add 1.0 FTE Employee Relations Manager, Unit 11 Mid-Management in the Human Resources Department
- 4) Delete 1.0 FTE Senior Administrative Assistant Confidential, Unit 12 Confidential in the Human Resources Department
- 5) Delete 1.0 FTE Risk Management Analyst, Unit 11 Confidential Mid-Management in the Human Resources Department
- 6) Add 2.0 FTE Human Resources Technicians, Unit 12 Confidential in the Human Resources Department
- 7) Add 1.0 FTE Payroll Supervisor, Unit 11 Confidential in the Finance Department
- 8) Delete 1.0 FTE Accountant Auditor, Unit 6 Professional in the Finance Department
- 9) Add 1.0 FTE Parking Supervisor, Unit 18 Mid-Management in the Finance Department
- 10) Delete 1.0 FTE Parking Program Coordinator, Unit 18 Mid-Management in the Finance Department
- 11) Add 0.5 FTE Parking Operations Aide, Unit 7 Technical in the Finance Department
- 12) Delete 0.5 FTE Parking Enforcement Officer, Unit 7 Technical in the Finance Department
- 13) Delete 1.0 FTE Building Plans Examiner Limited Term, Unit 6 Professional in the Fire Department
- 14) Add 1.0 FTE Community Outreach Specialist Limited Term, Unit 7 Technical in the Fire Department, expiring June 30, 2024
- 15) Extend 6.0 FTE Single Role Paramedic Limited Term, Unit 2 Fire in the Fire

Department through June 30, 2024

- 16) Reclassify 1.0 FTE Water Quality Supervisor, Unit 18 Mid-Management to a new classification of Water Quality Manager, Unit 18 Mid-Management, with an annual salary range of \$105,155 - \$126,203 in the Water Department
- 17) Add 1.0 FTE Water Quality Supervisor, Unit 18 Mid-Management in the Water Department
- 18) Add 1.0 FTE Quality Control Associate, Unit 06 Professional in the Water Department
- 19) Delete 1.0 FTE Information Technology Section Manager, Unit 18 Mid-Management in the Information Technology Department
- 20) Reclassify 1.0 FTE Information Technology Section Manager, Unit 18 Mid-Management to a new classification of Deputy Director Information Technology, Unit 18 Mid-Management with an annual salary range of \$123,497 - \$159,740 in the Information Technology Department
- 21) Add 1.0 FTE Senior Information Technology Technician, Unit 7 Technical in the Information Technology Department
- 22) Add 1.0 FTE Information Technology Supervisor- Enterprise Software, Unit 18 Mid-Management in the Information Technology Department
- 23) Add 1.0 FTE Technology Application Specialist, Unit 7 Technical in the Information Technology Department
- 24) Extend 1.0 FTE Community Outreach Specialist Limited Term, Unit 7 Technical in the Parks and Recreation Department through June 30, 2025
- 25) Delete 1.0 FTE Senior Administrative Assistant, Unit 4 Support Services in the Planning and Economic Development Department
- 26) Add 1.0 FTE Administrative Analyst, Unit 18 Mid-Management in the Planning and Economic Development Department
- 27) Delete 1.0 FTE Senior Planner Limited Term, Unit 6 Professional in the Planning and Economic Development Department
- 28) Add 1.0 FTE Code Enforcement Officer, Unit 7 Technical in the Planning and Economic Development Department
- 29) Extend 1.0 FTE Senior Planner Limited Term, Unit 6 Professional in the Planning and Economic Development Department through June 30, 2025
- 30) Delete 1.0 FTE Police Technician, Unit 14 Police Civilian Technical in the Police Department
- 31) Add 1.0 FTE Property and Evidence Technician, Unit 14 Police Civilian Technical in the Police Department
- 32) Add 1.0 FTE Police Sergeant, Unit 9 Police Sergeants in the Police Department
- 33) Add 2.0 FTE Police Officers, Unit 5 Police Officers in the Police Department
- 34) Add 2.0 FTE Police Field and Evidence Technicians, Unit 14 Police Civilian Technical in the Police Department
- 35) Delete 1.0 FTE Community Engagement Coordinator, Unit 18 Mid-Management in the Communications and Intergovernmental Relations Office
- 36) Add 1.0 FTE Admin Secretary, Unit 4 Support Services in the Communications and

Intergovernmental Relations Office

BE IT FURTHER RESOLVED that the Council authorizes the City Manager to implement these changes consistent with the orderly and continual administration of the City’s salary plan and schedule.

IN COUNCIL DULY PASSED this 20th day of June, 2023.

AYES: (7) Mayor N. Rogers, Vice Mayor MacDonald, Council Members Alvarez, Fleming, Okrepkie, C. Rogers, Stapp

NOES: (0)

ABSENT: (0)

ABSTAIN: (0)

ATTEST: \_\_\_\_\_ APPROVED: \_\_\_\_\_  
City Clerk Mayor

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney