

RESOLUTION NO. _____

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE CITY CLASSIFICATION AND SALARY PLAN INCREASING 0.5 FTE SENIOR ADMINISTRATIVE ASSISTANT TO 1.0 FTE SENIOR ADMINISTRATIVE ASSISTANT

WHEREAS, the Personnel Officer, on behalf of the City Manager, insures the orderly and consistent administration of the City Council’s adopted classification and salary plan; and

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

WHEREAS, the Police Department requires to convert 0.5 FTE Senior Administrative Assistant to 1.0 FTE Senior Administrative Assistant.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa amends the City Classification and Salary Plan to increase a 0.5 FTE Senior Administrative Assistant to 1.0 FTE Senior Administrative Assistant.

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 classification and salary plan.

IN COUNCIL DULY PASSED this ____ day of _____, 2013.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____
City Clerk

APPROVED: _____
Mayor

APPROVED AS TO FORM:

City Attorney