

RESOLUTION NO. RES-2019-074

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE CITY CLASSIFICATION AND SALARY PLAN AND AUTHORIZING THE CITY MANAGER TO IMPLEMENT THESE CHANGES INCLUDED IN THE FISCAL YEAR 2019-2020 BUDGET

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

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa amends the City classification and salary plan for permanent budgeted positions as follows:

- 1) Delete 1.0 FTE Assistant City Attorney, Unit 17 Professional Attorneys in the City Attorney's Office.
- 2) Delete 1.0 FTE Administrative Secretary, Unit 12 Confidential in the City Manager's Office.
- 3) Convert 1.0 FTE Associate Right of Way Agent from Limited Term to Regular, Unit 7 Technical in the City Manager's Office.
- 4) Delete 1.0 FTE Sonoma County Public Safety Consortium (SCPSC) Administrator, Unit 18 Mid-Management in the City Manager's Office.
- 5) Delete 1.0 FTE Limited Term Customer Service Representative, Unit 4 Support Services.
- 6) Delete 1.0 FTE Senior Administrative Assistant, Unit 4 Support Services in the Finance Department.
- 7) Delete .50 FTE Parking Citation Review Officer, Unit 7 Technical in the Finance Department.
- 8) Delete 1.0 FTE Payroll Manager, Unit 11 Mid-Management Confidential in the Finance Department.
- 9) Delete 1.0 FTE Revenue Manager, Unit 18 Mid-Management in the Finance Department.
- 10) Delete .75 FTE Administrative Assistant, Unit 4 Support Services in the Fire Department.
- 11) Delete .50 FTE Senior Administrative Assistant, Unit 4 Support Services in the Housing & Community Services Department.
- 12) Delete 1.0 FTE Community Outreach Specialist, Unit 7 Technical in the Housing & Community Services Department.
- 13) Delete 1.0 FTE Employment Services Manager, Unit 11 Mid-Management Confidential in the Human Resources Department.
- 14) Extend 1.0 FTE Limited Term Risk Management Analyst, Unit 11 Mid-Management Confidential until June 30, 2020.

- 15) Delete 1.0 FTE Information Technology Technician, Unit 7 Technical in the Information Technology Department.
- 16) Convert 1.0 FTE Technology Application Specialist from Limited Term to Regular, Unit 7 Technical in the Information Technology Department.
- 17) Extend 1.0 FTE Limited Term Community Outreach Specialist, Unit 7 Technical in the Office of Community Engagement until August 31, 2020.
- 18) Convert 1.0 City Planner from Regular to a Limited Term of 3 years, expiring June 30, 2022, Unit 6 Professional in the Planning & Economic Development Department.
- 19) Delete 1.0 FTE Program Specialist II, Unit 6 Professional in the Planning & Economic Development Department.
- 20) Delete 1.0 FTE Building Plans Examiner, Unit 7 Technical in the Planning & Economic Development Department.
- 21) Delete 1.0 FTE Development Review Coordinator, Unit 18 Mid-Management in the Planning & Economic Development Department.
- 22) Delete 1.0 FTE Research & Program Coordinator, Unit 6 Professional in the Police Department.
- 23) Delete 3.0 FTE Community Service Officer, Unit 14 Police Civilian Technical in the Police Department.
- 24) Delete 1.0 FTE Police Technician, Unit 14 Police Civilian Technical in the Police Department.
- 25) Delete 1.0 FTE Police Personnel Supervisor, Unit 18 Mid-Management in the Police Department.
- 26) Delete 4.0 FTE Groundskeeper, Unit 3, Maintenance in the Recreation and Parks Department.
- 27) Delete 1.0 FTE Senior Maintenance Worker – Recreation & Parks, Unit 3 Maintenance in the Recreation & Parks Department.
- 28) Delete 1.0 FTE Administrative Secretary, Unit 4 Support Services in the Recreation & Parks Department.
- 29) Delete 1.0 FTE Recreation Coordinator, Unit 7 Technical in the Recreation & Parks Department.
- 30) Delete 1.0 FTE Parks Maintenance Superintendent, Unit 18 Mid-Management in the Recreation & Parks Department.
- 31) Delete 1.0 FTE Skilled Maintenance Worker, Unit 3 in the Transportation & Public Works Department.
- 32) Delete 1.0 FTE Senior Maintenance Worker - Streets, Unit 3 in the Transportation & Public Works Department.
- 33) Delete 1.0 FTE Senior Maintenance Worker – Facilities, Unit 3 in the Transportation & Public Works Department.
- 34) Delete 1.0 FTE Senior Administrative Assistant, Unit 4 Support Services in the Transportation & Public Works Department.
- 35) Delete 1.0 FTE City Surveyor, Unit 6 Professional in the Transportation & Public Works Department.

- 36) Delete 4.0 FTE Civil Engineering Technician III, Unit 7 Technical in the Transportation & Public Works Department.
- 37) Delete 2.0 FTE Equipment Mechanic II, Unit 13 Mechanics in the Transportation & Public Works Department.
- 38) Delete 1.0 FTE Streets Crew Supervisor, Unit 18 Mid-Management in the Transportation & Public Works Department.
- 39) Delete 1.0 FTE Skilled Maintenance Worker, Unit 3 Maintenance in the Water Department.
- 40) Delete 1.0 FTE Environmental Compliance Inspector III, Unit 7 Technical in the Water Department.
- 41) Delete 1.0 FTE Sustainability Technician, Unit 7 Technical in the Water Department.
- 42) Delete 2.0 FTE Utility Systems Operator II, Unit 16 in the Water Department.
- 43) Reclassify 1.0 FTE Right-of-Way Agent, Unit 18 Mid-Management to the existing class of Right-of-Way Manager and change the class title to Real Property Manager, Unit 18 Mid-Management in the Water Department.
- 44) Reclassify 1.0 FTE Administrative Technician, Unit 7 Technical to Administrative Secretary, Unit 4 Support Services in the Planning & Economic Development Department.
- 45) Add 1.0 FTE Community Outreach Specialist, Unit 7 Technical in the Fire Department for a limited term of 2 years, expiring June 30, 2021.
- 46) Create the new classification of Deputy Emergency Preparedness Coordinator with an annual salary range of \$72,534 - \$87,751 in Unit 7 Technical and add 1.0 FTE to the Fire Department.

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 18th day of June, 2019.

AYES: (4) Mayor Schwedhelm, Vice Mayor Rogers, Council Members, Sawyer, Tibbetts

NOES: (1) Council Member Combs

ABSENT: (1) Council Member Olivares

ABSTAIN: (1) Council Member Fleming

ATTEST: _____ APPROVED: _____
City Clerk Mayor

APPROVED AS TO FORM:

City Attorney