



Amendment to the City Classification and Salary Plan Authorizing the City Manager to Implement Various Classification Changes

City Council Meeting
March 12, 2019

Jeremia Mills
Acting Human Resources Director,
Human Resource Department

BACKGROUND

Human Resources has studied a number of positions on behalf of departments as a part of reclassification requests, new classification studies, and salary studies. The following summary of requested changes is grouped by department.

Transportation & Public Works

- Reinstate the obsolete classification of Associate Traffic Engineer
- Reclassify 1.0 FTE Associate Civil Engineer to Associate Traffic Engineer

ANALYSIS

Although the functions of both classifications are similar in scope, tasks performed in Traffic Engineering require additional skills and knowledge.

Additionally, the broader minimum qualifications of Associate Traffic Engineer provide flexibility in staffing.

Water Department

- Reclassify 1.0 FTE Sustainability Technician to Sustainability Representative

ANALYSIS

New state regulations require water retailers to meet stringent new water use efficient targets which, in turn, require greater policy analysis and program leadership. The classification of Sustainability Representative will lead programs as well as perform the existing Technician tasks.

Finance and Water Departments

- Convert 1.0 FTE Limited Term Administrative Technician to a Regular position

ANALYSIS

The Limited Term Administrative Technician was created to staff a low income assistance pilot program. The state recently passed legislation making the pilot program permanent, requiring ongoing administration. Converting this position to regular will provide the staffing needed to avoid a disruption in support.

QUESTIONS?