

RESOLUTION NO. RES-2017-208

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA APPROVING THE RECLASSIFICATION OF 1.0 FTE ADMINISTRATIVE ASSISTANT TO SENIOR ADMINISTRATIVE ASSISTANT AND CHANGING THE “AT-WILL” STATUS OF THE EMPLOYEE RELATIONS MANAGER CLASSIFICATION TO CLASSIFIED STATUS

WHEREAS, the Human Resources Director as the Personnel Officer, on behalf of the City Manager, insures the orderly and consistent administration of the City Council’s adopted salary schedule; and

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

WHEREAS meet and confer requirements of the Meyers-Milias-Brown Act regarding salary and unit assignment matters have occurred with affected employee groups.

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

Reclassify 1.0 FTE vacant Administrative Assistant position to Senior Administrative Assistant – Unit 12 Confidential in the City Manager’s Office.

Change the Employee Relations Manager position from “At-Will” to Classified status and change the position’s unit designation to Management Confidential which is unrepresented.

IN COUNCIL DULY PASSED this 24th day of October, 2017.

AYES: (7) Mayor Coursey, Vice Mayor Tibbetts, Council Members Combs, Olivares, Rogers, Sawyer, Schwedhelm

NOES: (0)

ABSENT: (0)

ABSTAIN: (0)

ATTEST: _____
City Clerk

APPROVED: _____
Mayor

APPROVED AS TO FORM:

City Attorney