



AMENDMENT TO THE CITY CLASSIFICATION  
AND SALARY PLAN TO 1) RECLASSIFY 1.0 FTE  
FIRE INSPECTOR TO 1.0 FTE ASSISTANT FIRE  
MARSHAL AND 2) ADD 1.0 FTE LIMITED TERM  
FIRE INSPECTOR, ENDING JUNE 30, 2024, BOTH  
IN THE FIRE DEPARTMENT

City Council Meeting  
September 15, 2020

Amy Reeve, Human Resources Director  
Human Resources Department

# Summary

- This resolution amends the City Classification and Salary Plan to reclassify an existing 1.0 FTE Fire Inspector in the Fire Department into 1.0 FTE Assistant Fire Marshal.
- In addition, 1.0 FTE Limited Term Fire Inspector, ending June 30, 2024, will be added to the Fire Department staff, to be filled by a future recruitment.

# Analysis

- This will allow distribution of the Fire Prevention programs amongst three Assistant Fire Marshals and would provide for a better span of control and coverage for the Fire Prevention Division.
- This will provide the necessary staffing and physical presence in the community to deliver the actionable items outlined in the Community Wildfire Protection Plan that were developed through the community involvement process.
- This includes vital vegetation management education, coordination of fuel reduction and modification programs as well as structural hardening and ignition resistance recommendations that the community has been asking for since the Tubbs fire.

# Analysis

- Fire Department staff are funded by the General Fund.
- Including benefits, the addition of 1.0 FTE Assistant Fire Marshal with a salary range of \$117,707 - \$141,393 will increase the Fire Department's General Fund budget by approximately \$235,000 annually through June 30, 2024.

# Recommendation

- It is recommended by the Human Resources Department that the Council, by resolution, amend the City Classification and Salary Plan to:
- (1) Reclassify 1.0 FTE Fire Inspector to 1.0 FTE Assistant Fire Marshal, and;
- (2) Add 1.0 FTE Limited Term Fire Inspector, ending June 30, 2024, both in the Fire Department.

QUESTIONS?