

# City of Santa Rosa



## Legislation Details

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**File #:** 18-0899      **Version:** 1      **Name:** Koff Study  
**Type:** CC- Report      **Status:** Agenda Ready  
**File created:** 11/15/2018      **In control:** City Council  
**On agenda:** 11/27/2018      **Final action:**  
**Title:** REPORT - AMENDMENT TO THE CITY CLASSIFICATION AND SALARY PLAN TO MODIFY SALARY AND JOB TITLES OF MULTIPLE WATER DEPARTMENT CLASSIFICATIONS

**BACKGROUND:** In September 2015, the City contracted with Koff & Associates (K&A) to conduct a classification and compensation study for select classifications in the Water Department. Those findings were delivered in draft form in March 2017 but were not acted on due to the use of nonstandard comparables in the market survey and a change in Water Department objectives. In January 2018, the City contracted with K&A to update the study using standard comparables and those findings were delivered in April 2018. K&A found the Utilities System Operator II classification to be approximately 5% below market, the Laboratory Supervisor to be approximately 10% below market, and recommended changes to classifications in the Mechanical Services Section.

**RECOMMENDATION:** It is recommended by the Water and Human Resources Departments that the Council, by resolution, amend the City's Classification and Salary Plan to do the following: create the classifications Supervising Instrumentation Technician, Supervising Electrical Technician, and Supervising Mechanical Technologist; reclassify the classifications of Senior Instrumentation Technician to Supervising Instrumentation Technician and Senior Electrical Technician to Supervising Electrical Technician and increase salary 5%; reclassify the Senior Mechanical Technologist classification to Supervising Mechanical Technologist and increase salary 5.9%; increase the step salary ranges of Utilities Systems Operator I, Utilities System Operator II, Senior Utilities Systems Operator by 5%; increase the salary range of Utility System Supervisor, Utility System Superintendent by 5%; increase the salary range of Laboratory Supervisor by 10%.

**Sponsors:** Human Resources, Water

**Indexes:** Not a Project

**Code sections:**

**Attachments:** 1. Staff Report, 2. Resolution, 3. Presentation

Date	Ver.	Action By	Action	Result
11/27/2018	1	City Council	to waive reading of the text and adopt	Pass