

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DOMINIQUE BLANQUIE, HUMAN RESOURCES DIRECTOR
SUBJECT: AMENDMENT TO THE CITY CLASSIFICATION AND SALARY
PLAN CREATING THE CLASSIFICATION OF WATER QUALITY
SYSTEMS SUPERVISOR AND RECLASSIFICATION OF THE
VACANT WATER QUALITY SUPERVISOR POSITION TO WATER
QUALITY SYSTEMS SUPERVISOR.

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Human Resources Department that the Council, by resolution: 1) amend the City Classification and Salary Plan to create the classification of Water Quality Systems Supervisor with a salary range of \$93,984 to \$111,940 annually, in Unit 18 – Miscellaneous Mid-Management; and 2) authorize the reclassification of the vacant Water Quality Supervisor position to Water Quality Systems Supervisor.

EXECUTIVE SUMMARY

Amendments to the City's classification and salary plan require City Council approval. This Resolution establishes the job classification of Water Quality Systems Supervisor. The new Water Quality Systems Supervisor position will replace the vacant Water Quality Supervisor position in the Water Department.

BACKGROUND

During the 23-24 budget process, Council approved a new classification of Water Quality Manager and the addition of 1.0 FTE Water Quality Supervisor as a placeholder. The existing Water Quality Supervisor was reclassified to Water Quality Manager in recognition of the increasing responsibility to plan for and implement new State water quality regulatory requirements in regards to cross connection and backflow programs and an increase in service needs.

The needs of the added and vacant Water Quality Supervisor position were further reviewed and it was determined that proposed revisions to the job duties were significant enough to warrant a title change and salary adjustment, leading to the creation of a new classification.

PRIOR CITY COUNCIL REVIEW

See below.

ANALYSIS

To continue to provide adequate first-line supervision as well as direction in the field and across the State regulated programs, Council approved the addition of a first-line supervisor position in the Water Quality division during the 23-24 budget process to oversee a team of Utility Systems Operators (USO's) that now directly reports to the Water Quality Manager. A Water Quality Supervisor position was requested and approved by Council, but upon further discussion and review of the proposed duties of the position and salary structure, the Human Resources department is now proposing a new classification of Water Quality Systems Supervisor be created instead. The proposed salary range of this new class is slightly lower than that of the Water Quality Supervisor \$99,800 to \$119,776, to be equivalent to the Utility Systems Supervisor (USS) position: \$93,984 to \$111,940. The USS also oversees teams of USO's and there is similar consequence of error in connecting to the potable water system and ensuring the prevention of contamination through cross-connections and backflow into the system.

The new Water Quality Systems Supervisor job description and salary reflect the new scope and authority. The incumbent will exercise independent judgment for planning, coordinating, implementing, and overseeing the implementation of the Water Department's State mandated, Cross-Connection Control and Backflow Prevention programs including services and activities related to, water quality monitoring, analysis, reporting, and drinking water permit compliance within Santa Rosa Water.

Meet and confer requirements of the Meyers-Milias-Brown Act regarding salary and unit assignment matters have been met with Unit 18.

FISCAL IMPACT

This action will result in a reduction of approximately \$5,816 - \$7,836 between the salary ranges, with lower salary-derived benefits anticipated.

ENVIRONMENTAL IMPACT

This action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution

PRESENTER

Dominique Blanquie, Human Resources Director