

RESOLUTION NO. 4294

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD APPROVING AMENDMENT NO. 1 TO THE FISCAL YEAR 2008/09 COMPENSATION AND BENEFIT PLAN OF THE CITY OF SOLEDAD TO ADD AN ADDITIONAL POSITION OF AN ADMINISTRATIVE SECRETARY FOR THE WATER RESOURCES DIVISION OF PUBLIC WORKS AND APPROPRIATE \$41,000 FROM THE EXISTING WASTEWATER OPERATING FUND BUDGET**

**WHEREAS**, on June 4, 2008, City Council adopted Resolution No. 4227, approving the Public Works Department Organization Charts that included one (1) Administrative Secretary position for the Water Reclamation Facility in the Water Resources Division of Public Works; and

**WHEREAS**, due to the need for an Administrative Secretary position, staff is recommending that the Council authorize an additional position of an Administrative Secretary for the Wastewater Resources division of Public Works; and

**WHEREAS**, funding would be allocated through the existing wastewater operating fund budget; and

**WHEREAS**, an amendment to Section Two, Exhibit I is needed that would change the number of Administrative Secretary positions authorized from four (4) to five (5) positions.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the City Council of the City of Soledad hereby approves Amendment No. 1 to the Fiscal Year 2008/09 Compensation and Benefit Plan of the City of Soledad to add an additional position of an Administrative Secretary for the Water Resources Division of Public Works and allocate \$41,000 of the funding from the existing wastewater operating fund budget in the form attached hereto as Exhibit "I", and by this reference, incorporated herein.

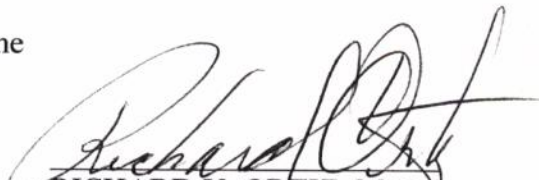
**PASSED AND ADOPTED** by the City Council of the City of Soledad at a regular meeting duly held on the 1<sup>st</sup> of October, 2008, by the following vote:

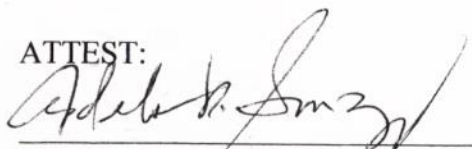
AYES, and in favor thereof, Councilmembers: Martha Camacho, Juan Saavedra, Patricia Stephens, Mayor Pro Tem Christopher Bourke, Mayor Richard Ortiz

NOES, Councilmembers: None

ABSENT, Councilmember: None

ABSTAIN, Councilmembers: None

  
RICHARD V. ORTIZ, Mayor

ATTEST:  
  
ADELA P. GONZALEZ, City Clerk

**Section Two "Exhibit I"**  
 City of Suedad Summary of Job Classification  
 FY 2008 - 2009

Classification	FLSA Exempt Status	See Footnote	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	# Auth. Positions
<b>MANAGEMENT</b>										
City Manager	exempt		N/A							1.00
Police Chief	exempt		N/A							1.00
Assistant City Manager	exempt		81	9,567.06	9,997.58	10,447.47	10,917.61	11,408.90		1.00
Public Works Director	exempt	(1)	76/79	8,471.00	8,852.19	9,250.54	9,666.82	10,101.82		1.00
Fire Chief	exempt		79	9,111.49	9,521.51	9,949.97	10,397.72	10,865.62		1.00
Economic Development Director	exempt		77	8,677.61	9,068.10	9,476.17	9,902.59	10,348.21		1.00
Community Development Director	exempt		77	8,677.61	9,068.10	9,476.17	9,902.59	10,348.21		1.00
Finance Director	exempt		74	8,067.62	8,430.66	8,810.04	9,206.49	9,620.78		1.00
Police Lieutenant	exempt	(2)	71	9,109.71	9,519.65	9,948.04	10,395.70	10,863.50	11,352.36	1.00
<b>PROFESSIONAL/MID-MGMT</b>										
Senior Civil Engineer	exempt		65	6,226.33	6,506.51	6,799.30	7,105.27	7,425.01		1.00
Management Analyst	exempt		43	3,640.40	3,804.21	3,975.40	4,154.30	4,341.24		1.00
Econ. Develop./Housing Coord.	exempt		52	4,535.55	4,739.65	4,952.93	5,175.81	5,408.72		1.00
Building Official	exempt		69	6,864.52	7,173.43	7,496.23	7,833.56	8,186.07		1.00
Senior Planner	exempt		53	4,646.18	4,855.26	5,073.74	5,302.06	5,540.66		1.00
Assistant Engineer			48	4,113.87	4,299.00	4,492.45	4,694.61	4,905.87		1.00
Utility Supervisor			60	5,512.99	5,761.07	6,020.32	6,291.23	6,574.34		1.00
Public Works Supervisor			52	4,535.55	4,739.65	4,952.93	5,175.81	5,408.72		1.00
Public Works Inspector			46	3,917.98	4,094.29	4,278.53	4,471.06	4,672.26		1.00
Associate Planner			51	4,424.92	4,624.05	4,832.13	5,049.57	5,276.80		1.00
Accountant			61	5,647.45	5,901.58	6,167.16	6,444.68	6,734.69		1.00
Accountant (proposed)		(3)	61	5,647.45	5,901.58	6,167.16	6,444.68	6,734.69		1.00
Fleet Manager (proposed)		(3)								1.00
Public Works Superintendent (proposed)		(3)								1.00
Water Resources Manager (proposed)		(3)								1.00
Water Systems Supervisor (proposed)		(3)								1.00
Water Reclamation Chief Operator (proposed)		(3)								1.00
Police Records Supervisor			47	4,013.54	4,194.15	4,382.89	4,580.12	4,786.23		1.00

Classification	See Footnote	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	# Auth. Positions
<b>CONFIDENTIAL</b>									
Executive Assistant to the City Manager	(4)	41	3,605.73	3,767.98	3,937.54	4,114.73	4,299.89		1.00
Deputy City Clerk	(4)	46	4,074.70	4,258.06	4,449.67	4,649.90	4,859.15		1.00
Human Resources Technician	(4)	40	3,519.87	3,678.27	3,873.79	4,016.76	4,197.52		1.00
<b>CLASSIFIED</b>									
Administrative Secretary		39	3,347.45	3,498.08	3,655.49	3,819.99	3,991.89		2.00
Administrative Secretary (proposed)	(3)	39	3,347.45	3,498.08	3,655.49	3,819.99	3,991.89		2.00
Building Technician		36	3,112.14	3,252.19	3,398.54	3,551.47	3,711.29		1.00
Accounting Assistant		38	3,267.74	3,414.79	3,568.46	3,729.04	3,896.85		2.00
Office Specialist		34	2,963.94	3,097.32	3,236.70	3,382.35	3,534.55		5.00
Office Assistant		28	2,560.36	2,675.58	2,795.98	2,921.80	3,053.28		1.75
Mechanic/Maintenance Worker		43	3,690.56	3,856.63	4,030.18	4,211.54	4,401.06		3.00
Maintenance Worker		38	3,267.74	3,414.79	3,568.46	3,729.04	3,896.85		7.00
Utility Operator		51	4,485.90	4,687.76	4,898.71	5,119.15	5,349.52		2.00
Utility Operator in Training		38	3,267.74	3,414.79	3,568.46	3,729.04	3,896.85		2.00
Utility Operator Intern		3	1,390.94	1,453.52	1,518.93	1,587.29	1,658.71		2.00
Code Enforcement Officer		40	3,431.13	3,585.53	3,746.88	3,915.49	4,091.69		1.00
Animal Control Officer		38	3,267.74	3,414.79	3,568.46	3,729.04	3,896.85		1.00
Para Transit Driver		34	2,963.94	3,097.32	3,236.70	3,382.35	3,534.55		1.00
<i>Custodian (2-part time) (proposed)</i>	(3)								1.00
<i>Water Systems Operator (proposed)</i>	(3)								1.00
<i>Water Reclamation Operator 2 (proposed)</i>	(3)								2.00
<i>Water Reclamation Operator 1 (proposed)</i>	(3)								1.00
<b>FIRE CLASSIFICATIONS-SWORN</b>									
Fire Captain		62	5,788.64	6,049.12	6,321.33	6,605.79	6,903.06		3.00
Fire Engineer		59	5,378.52	5,620.56	5,873.48	6,137.79	6,413.99		3.00
Firefighter		48	4,113.87	4,299.00	4,492.45	4,694.61	4,905.87		3.00
Part-Time Firefighter		14	1,794.87	1,875.64	1,960.04	2,048.24	2,140.42		12.00
<b>SERGEANTS, INVESTIGATOR</b>									
Police Sergeant		63	7,494.58	7,831.84	8,184.27	8,552.57	8,937.43	9,339.62	4.00
Investigator	(5)	59	6,797.81	7,103.71	7,423.38	7,757.43	8,106.51	8,471.31	1.00
<b>POLICE OFFICERS</b>									
Police Officer		48	5,323.16	5,562.70	5,813.02	6,074.61	6,347.96	6,633.62	18.00
									<b>Total</b>
									<b>111.75</b>

(1) The Public Works Director position may be allowed a 7.5% increase to range 79, if the incumbent possesses a CA Professional Engineer certification

(2) SPSA pay schedule utilized to calculate salary range of the Lieutenant classification-step 6 does not apply to Lt. classification

(3) Position proposed in 2008-09 Budget

(4) Designated as confidential classification pursuant to the City's Employee Relation Policy, Reso. No. 1005

(5) SPSA pay schedule utilized to calculate salary range of the Investigator classification; salary range approved 10/3/07