

RESOLUTION NO.7672

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ESTABLISHING A SALARY SCHEDULE AND COMPENSATION PLAN FOR CITY EMPLOYEES AND RESCINDING RESOLUTION NO. 7624

WHEREAS, the City Council is authorized and directed by Section 2.56.040 of the Redlands Municipal Code to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service; and

WHEREAS, it is the desire of the City Council to the revise the salary schedule and compensation plan to reorganize Finance, Human Resources, Information Technology and City Manager's Office;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The City Council of the City of Redlands hereby establishes a basic compensation plan for all employees in all of the classifications of employment as described in Section 2 of this resolution to be effective October 10, 2016.

Section 2. Salary schedule and Compensation Plan.

Section 3. In addition to the salary schedule set forth below, the compensation plan established by this resolution permits the City Manager to establish programs for incentive awards, length of service awards, pay for performance, and other methods of recognizing employee work performance.

Department/Division	PT	FT	Unit	Range
<i>City Clerk's Office</i>				
Administrative Assistant		1	G	12

Part Time Positions

Administrative Assistant	1		PT	
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Total City Clerk's Office	1	1		
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<i>City Manager's Office</i>				
City Manager		1	C	2
City Attorney		1	C	1
Assistant to the City Manager		1	M	81
Management Analyst		1	MM	40
Senior Administrative Analyst		1	MM	25
Senior Administrative Assistant		1	G	39

Public Information

Public Information Officer		1	M	75
Multimedia Production Coordinator		1	MM	27

Purchasing

Purchasing Services Manager		1	M	73				
Purchasing Clerk		1	G	22				

Emergency Management

Emergency Operations Manager		1	M	70				
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Total City Manager's Office | 0 | 11 |

Human Resources/Risk Management

Director, Human Resources/Risk Mgmt.		1	DD	01				
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Human Resources/Risk Management

HR Manager		1	M	82				
Senior HR/Risk Management Analyst		1	MM	65				
Risk Safety Analyst		1	MM	61				
HR/Risk Management Analyst		1	MM	26				
Employment and Volunteer Coordinator		1	MM	26				
Safety Specialist		1	G	61				
Administrative Assistant I/II		1	G	12	26			
HR/Risk Management Intern	2		PT					

Payroll

Internal Auditor/Payroll Manager		1	M	76				
Payroll Technician		1	G	47				
Payroll Assistant	1		PT					

Total Human Resources/Risk Management | 3 | 10 |

Management Services

Director, Management Services/Finance		1	DD	02				
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Information Technology

Network Engineer II		1	MM	77				
Network Engineer I		1	MM	72				
GIS Supervisor		1	MM	76				
Database Administrator (eff. 1/1/17)		1	MM	61				
System Administrator (eff. 1/1/17)		1	MM	46				
GIS Administrator		1	MM	46				
Business Systems Analyst		1	MM	44				
IT Coordinator		2	G	74				

Finance

Assistant Finance Director		1	M	85				
Senior Accountant		2	MM	51				
Accountant		1	MM	35				

Senior Accounting Technician		1	G	37				
Accounting Technician I/II		2	G	17	27			

Revenue Division

Revenue Manager		1	MM	66				
Accountant		1	MM	35				
Utilities Customer Service Supervisor		1	G	68				
Utilities Billing Specialist		1	G	40				
Senior Accounting Technician		1	G	37				
Accounting Technician I/II		3	G	17	27			
Customer Service Technician I/II		7	G	17	27			

Part Time Position

Business License Inspector		1	P/T					
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Part Time Positions

Intern (GIS-1/DoIT-4)		3	PT					
Camera Systems Technician		1	PT					

Total Management Services | 4 | 32 |

Development Services Department

Administration

Development Services Director		1	DD	03				
Assistant Development Services Director		1	M	82				
Administrative Analyst		1	G	50				

Building Division

Chief Building Official		1	M	81				
Sr. Plans Examiner		1	MM	62				
Plans Examiner		2	G	80				
Building Inspector I/II		2	G	60	70			
Permit Technician I/II		1	G	52	57			

Economic Development Division

Economic Development Manager		1	M	80				
Project Manager I/II		1	MM	55	65			

Downtown Redlands Division

Project Manager I/II		1	MM	55	65			
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Planning Division

City Planner		1	M	82				
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Principal Planner		1	MM	75				
Senior Planner		2	MM	65				
Junior/Assistant/Associate Planner		3	G	53	70	80		
Sr. Administrative Technician		1	G	43				
Senior Administrative Assistant		1	G	39				

Part Time Positions

Planning Intern	1		P/T					
Maintenance Worker	2		P/T					

Total Development Services Department | 3 | 22 |

Fire Department

Fire Chief		1	DD	06				
Battalion Chief		3	F	79				
Fire Marshal		1	M	88				
Fire Captain		15	F	60				
Fire Engineer		15	F	55				
Fire Fighter		21	F	50				
Fire Safety Specialist		1	CS	69				
Management Analyst		1	MM	40				
Senior Administrative Technician		1	G	43				
Administrative Technician		1	G	29				

Part Time Positions

Fire Prevention Inspector	1		PT					
Fire Prevention Technician	2		PT					
Environmental Technician	2		PT					
EMS Quality Assurance Nurse	1		PT					

Total Fire Department | 6 | 60 |

Library

Library Director		1	N/A					
Archivist Curator		1	M	78				
Principal Librarian		2	MM	47				
Senior Librarian		1	MM	37				
Associate Archivist		1	MM	32				

Systems Administrator		1	MM	46				
Management Analyst		1	MM	40				
Adult Literacy Coordinator		1	MM	32				
Library Specialist I/II		5	G	22	32			
Technical Services Clerk		1	G	12				
Library Clerk		2	G	5				

Part Time Positions

Administrative Assistant	2		PT					
Library Caretaker	2		PT					
Library Clerk	5		PT					
Library Page	4		PT					
Technical Services Clerk	1		PT					
Museum Attendant	2		PT					

Total Library | 16 | 17 |

Municipal Utilities & Engineering Department

Administration

Director of Municipal Utilities and Public Works Engineering/City Engineer		1	DD	05				
Deputy MUED Director		1	M	93				
City Engineer		1	M	84				
Assistant City Engineer		1	M	81				
Principal Project Manager		1	M	79				
Project Manager II/Sr. Project Manager		3	MM	65	73			
Management Analyst		1	MM	40				
Senior Administrative Analyst		3	MM	25				
Water Resources Specialist		1	MM	48				
Water Conservation Assistant		1	G	14				
Senior Administrative Technician		1	G	43				
Senior Administrative Assistant		1	G	39				
Administrative Assistant I/II		1	G	12	26			

Engineering Services

Asst/Assoc/Civil/Sr. Civil Engineer		9	G/MM	74	51	61	73	
Senior Construction Inspector		2	G	90				
Senior Environmental Compliance Inspector		1	G	79				
Construction Inspector I/II		2	G	69	79			
NPDES Inspector I/II		1	G	59	64			
Counter Services Technician		1	G	30				

Utilities

Utilities Operations Manager		1	M	82				
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Water Division

Water Production/Maint. Superintendent		1	MM	70				
Water Distribution Superintendent		1	MM	70				
Water Production Operations Supervisor		1	G	97				
Water Production Maintenance Supervisor		1	G	97				
Water Distribution Supervisor		1	G	97				
Senior Water Treatment Operator		2	G	79				
Utilities Maintenance Foreperson		1	G	80				
Electrical and Instrumentation Technician		1	G	69				
Water Distribution Operator Foreperson III/IV/V		1	G	62	67	72		
Cross Connection Control Inspector		1	G	58				
Water Distribution Crew leader		4	G	61				
Production Pump Maintenance Operator		2	G	54				
Water Treatment Operator II/III/IV/V		4	G	57	67	72	77	
Plant Mechanic I/II		3	G	43	53			
Senior Water Distribution Operator		5	G	48				
Water Quality Technician I/II		2	G	39	49			
Water Distribution Operator		9	G	35				
Electrical and Instrumentation Apprentice		1	G	35				
Customer Service Field Technician		1	G	39				
Senior Grounds Maintenance Worker I/II		1	G	30	40			
Grounds Maintenance Worker I/II		1	G	12	20			
Water Meter Reader		2	G	16				
Maintenance Worker I/II		3	G	14	20			

Wastewater Division

Wastewater Operations Superintendent		1	MM	70				
Wastewater Operations Supervisor		1	G	97				
Senior Regulatory Compliance Officer		1	G	90				
Laboratory Supervisor		1	G	87				
Wastewater Collection System Supervisor		1	G	72				
Plant Mechanic I/II		3	G	43	53			
Wastewater Facilities Operator I/II/III/IV/V		6	G	41	51	61	66	71
Laboratory Technician I/II/III/IV		4	G	33	43	53	58	
Line Maintenance Worker I/II/III/IV		3	G	34	44	49	54	
Senior Grounds Maintenance Worker I/II		1	G	30	40			
Maintenance Worker I/II		2	G	14	20			

Part Time Positions

Technical Services Clerk	5		PT					
Water Waste Investigator	3		PT					

Total MUED Department 8 | 107 |

Police Department

Chief of Police		1	DD	07				
Police Commander		2	P	85				
Police Lieutenant		2	P	81				
Police Sergeant		11	P	70				
Police Corporal/Investigator		19	P	64				
Police Officer		47	P	60				
Police Recruit		1	CS	79				
Management Analyst		1	MM	40				
Police Operations Manager		1	M	70				
Police Operations Coordinator		1	CS	74				
Executive Police Assistant		1	CS	74				
Crime Analyst		1	CS	79				
Animal Control Supervisor		1	CS	64				
Dispatcher Shift Supervisor		1	CS	62				
Senior Forensic Specialist (under fill as For Spec)		1	CS	52				
Forensic Specialist		1	CS	47				
Building Maintenance Worker		1	G	38				
Community Service Officer I/II		8	CS	33	43			
Dispatcher I/II		14	CS	40	50			
Animal Control Officer		1	CS	30				
Police Customer Service Supervisor		1	CS	64				
Police Customer Service Representative I/II		4	CS	17	27			
Kennel Attendant		1	CS	10				

Part Time Positions

Community Services Officer	3		P/T					
Kennel Attendant	1		P/T					
Background Investigator	5		P/T					
ID Technician Trainee	1		P/T					
Dispatcher	5		P/T					

Quality of Life Department

Quality of Life Director		1	DD	04				
Assistant Quality of Life Director		1	M	82				
Senior Project Manager		2	MM	73				
Sustainability Manager		1	MM	73				
Field Services Supervisor		3	MM	35				
Senior Administrative Analyst		2	MM	25				
Code Enforcement Officer		3	G	49				
Project Assistant		2	G	40				
Counter Services Technician		1	G	30				
Administrative Technician		1	G	29				
Administrative Assistant I/II		1	G	12/26				

Airport

Airport Manager		1	MM	64				
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Building Maintenance

Senior Building Maintenance Worker		1	G	47				
Building Maintenance Worker		1	G	38				

Electrical

Electrician		1	G	46				
Traffic Signal Technician I/II		1	G	28	46			

Solid Waste Division

Solid Waste Manager		1	MM	51				
Solid Waste Coordinator		1	G	59				
Senior Equipment Operator		2	G	44				
Welder		1	G	43				
Solid Waste Truck Driver		25	G	34				
Equipment Operator OIT/I/II		1	G	19	34	39		
Maintenance Worker I/II		2	G	14	20			

Fleet Services Division

Fleet Services Coordinator		1	MM	40				
Fire Mechanic		1	G	53				
Heavy Equipment Mechanic		1	G	43				
Mechanic I/II		2	G	33	43			

Parks and Trees Division

Field Services Coordinator		1	G	59				
Parks Maintenance Mechanic		2	G	30				

Grounds Maintenance Worker I/II		12	G	12	20			
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Street Division

Field Services Coordinator		1	G	59				
Senior Asphalt Worker		1	G	44				
Senior Street Maintenance Worker		2	G	44				
Equipment Operator OIT/I/II		3	G	19	34	39		
Asphalt Worker		2	G	34				
Sign & Paint Worker		1	G	34				
Maintenance Worker I/II		3	G	14	20			

Cemetery Division:

Cemetery Manager		1	MM	42				
Cemetery Sales and Services Representative		1	G	58				
Cemetery Crew Leader		1	G	49				
Cemetery Caretaker I/II		1	G	12	20			

Recreation/Senior Services

Recreation Services Coordinator		1	G	59				
Program Specialist		2	G	45				
Program Aid (eff. 1/1/17)		2	G	1				

Part Time Positions

Program Assistant	3		P/T					
Program Aide (eff. 1/1/17)	7		P/T					
Cemetery Aide	1		P/T					
Equipment Operator OIT	1		P/T					
Maintenance Worker	6		P/T					
Solid Waste Collector	13		P/T					

Total Quality of Life Department	31	98
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Total Full Time Positions	480
Total Part Time Positions	87
Total Authorized Positions	567

GRANT & DONATION FUNDED POSITIONS

Police Department

Camera Operators	6		PT					
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Customer Service Representative	1		PT					
<i>Development Services</i>								
PT Market Assistant	1		PT					
<i>Quality of Life</i>								
Van Driver		1	G	5				
<i>City Manager</i>								
Administrative Technician	2		PT					

Total Grant Funded Positions

10	1
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All grant and donation funded positions are contingent upon continued funding.

LIMITED TERM POSITIONS

Development Services

General Plan Project Administrator 2/17/15 – 2/17/17		1						
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Total Limited Term Positions

	1
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Total Authorized Positions	567
Total Grant Funded Positions	10
Total Limited Term Positions	1

TOTAL POSITIONS	578
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Section 3. Resolution No.7624 of the City of Redlands is hereby recinded effective October 10, 2016.

Adopted, approved and signed this 6th day of September, 2016.



Paul W. Foster, Mayor

ATTEST:



Sam Irwin, City Clerk


I, Sam Irwin, City Clerk of the City of Redlands hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 6th day of September, 2016, by the following vote:

AYES: Councilmembers Gilbreath, Barich, James: Mayor Foster

NOES:

ABSENT: Councilmember Harrison

ABSTAIN:



Sam Irwin, City Clerk