

Resolution approving a reorganization to the table of positions and classifications for the Parks and Recreation Department – Administrative and Grounds & Buildings divisions.

RESOLUTION

WHEREAS, City department heads may request reorganizations of their departmental staffing and position reclassifications for their personnel, and

WHEREAS, a pay and class study has been adopted by the City to ensure proper pay classifications, and

WHEREAS, the Parks and Recreation Department has determined a need for a reorganization and to provide more properly reflect the job duties of two positions within its department.

NOW THEREFORE BE IT RESOLVED that the change in position classifications, job titles and compensation listed below are hereby approved as follows:

Delete one (1) non-exempt position of Parks and Recreation Secretary, pay grade 4 – step 11, hourly rate of \$23.09. Change incumbent to new non-exempt position of Parks and Recreation Administrative Assistant, pay grade 5, step 9, hourly rate of \$23.40.

Reclassify the incumbent non-exempt Grounds & Building Technician from a pay grade 4, step 11, hourly rate of \$23.34 to a pay grade 6, step 7, hourly rate of \$23.72.

BE IT FURTHER RESOLVED that the resulting pay and title reclassifications dollar costs shall be absorbed within the Parks and Recreation Department 2018 operating budget.

BE IT FURTHER RESOLVED that the position titles, classifications and salary identified herein are hereby approved effective May 18, 2018. The Director of Finance and the Director of Parks and Recreation are hereby authorized and directed to take all necessary steps to implement this resolution.