

RESOLUTION 2026-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AMENDING THE FISCAL YEAR 2026-27 CLASSIFICATION AND COMPENSATION PLAN TO: (1) ESTABLISH THE ENGINEERING SERVICES MANAGER CLASSIFICATION AND RECLASSIFY ONE VACANT SENIOR CIVIL ENGINEER POSITION; AND (2) AUTHORIZE A FULL-TIME FOUR-YEAR LIMITED-TERM MAINTENANCE WORKER I/II POSITION FUNDED THROUGH THE U.S. ENVIRONMENTAL PROTECTION AGENCY SP-STORM (0908) GRANT

WHEREAS, the City Manager serves as the Administrative Head of the City and is authorized to recommend organizational changes, including revisions to the City's Classification and Compensation Plan, pursuant to Chapter 2.04 of the San Pablo Municipal Code;

WHEREAS, Section 2.03 of the City of San Pablo Personnel Rules, last adopted pursuant to Resolution 2014-031, authorizes the City Manager, acting as Personnel Officer, to prepare and recommend revisions to the Classification and Compensation Plan for all Miscellaneous/Classified Service positions;

WHEREAS, the City periodically reviews its organizational structure and classification system to ensure positions appropriately reflect operational responsibilities, recruitment needs, labor obligations, and the effective delivery of municipal services;

WHEREAS, the City Council has approved amendments to Section 2.08.070 of the San Pablo Municipal Code to provide greater flexibility in the organizational structure of the Public Works Department by clarifying that the Director of Public Works and City Engineer roles may be held separately, while maintaining the ability for one individual to serve in both roles when qualified;

WHEREAS, the establishment of the Engineering Services Manager classification will provide dedicated management and oversight of the City's engineering functions, including capital improvement projects, engineering review, infrastructure planning, development coordination, and technical services;

WHEREAS, establishing the Engineering Services Manager classification will allow the City to maintain qualified engineering expertise while providing flexibility in recruiting and structuring Public Works leadership;

WHEREAS, the City Manager recommends reclassifying one vacant Senior Civil Engineer position to Engineering Services Manager to better reflect the management responsibilities, operational oversight, and departmental coordination associated with the position;

WHEREAS, the proposed monthly salary range for the Engineering Services Manager classification is as follows: Step A - \$14,400.25; Step B - \$15,120.26; Step C - \$15,876.27; Step D - \$16,670.09; and Step E - \$17,503.59;

WHEREAS, the proposed Engineering Services Manager salary range is comparable to other Public Works management classifications and reflects the transition from a senior-level technical classification to a management-level classification with increased responsibility, supervisory oversight, departmental coordination, and administrative functions;

WHEREAS, the City Manager recommends authorizing one full-time, four-year limited-term Maintenance Worker I/II position funded through the U.S. Environmental Protection Agency SP-STORM (0908) Grant to support stormwater-related maintenance activities, implementation of grant-funded projects, and compliance with applicable stormwater management requirements;

WHEREAS, Pursuant to the requirements of the Meyers-Milias-Brown Act (MMBA), City staff provided notice to Operating Engineers Local 3 (OE3) regarding the proposed establishment of the limited-term Maintenance Worker I/II position and afforded the bargaining unit an opportunity to meet and confer over the impacts of the proposed change. As of the date of this report, the City has not received any response from OE3 indicating opposition, concerns, or a request to meet and confer regarding the proposed position. ;

WHEREAS, the Maintenance Worker I/II position is limited to the duration of available grant funding and will not impact the General Fund; and

WHEREAS, the proposed amendments to the Fiscal Year 2026-27 Classification and Compensation Plan are not a "Project" as defined under Section 15378 of the California Environmental Quality Act (CEQA) State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3), no environmental review is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of San Pablo as follows:

1. The City Council hereby approves the amendment to the Fiscal Year 2026-27 Classification and Compensation Plan to establish the Engineering Services Manager classification.
2. The City Council hereby approves the reclassification of one vacant Senior Civil Engineer position to Engineering Services Manager.

3. The City Council hereby approves the salary range for the Engineering Services Manager classification as follows:

Step A - \$14,400.25/month;
Step B - \$15,120.26/month;
Step C - \$15,876.27/month;
Step D - \$16,670.09/month; and
Step E - \$17,503.59/month.

4. The City Council hereby authorizes one full-time, four-year limited-term Maintenance Worker I/II position assigned to the Operating Engineers Local 3 employee group and funded through the U.S. Environmental Protection Agency SP-STORM (0908) Grant until June 30,2030 and funding sources remain available.
5. The City Manager is authorized to implement the Classification and Compensation Plan amendments and take all necessary administrative actions consistent with this Resolution.

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct and are included herein by reference as findings.

* * * * *

ADOPTED this 3rd day of August, 2026, by the following votes:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Dorothy Gantt, City Clerk

Elizabeth Pabon-Alvarado, Mayor