

BUDGET, FISCAL, LEGISLATIVE STANDING COMMITTEE

APRIL 1, 2026

FY 2026-27 CLASS AND COMP AMENDMENTS

**(EFFECTIVE JULY 1, 2026)**



# Class Study Overview

- City issued an RFP; Gallagher selected for most competitive bid
- Contracted in September 2025 to conduct City-wide classification study
- Study initiated due to management concerns that duties may not align with current classifications; recognize scope and responsibilities of studied positions, and provide an improved basis for recruitment assessment and retention
- Positions Reviewed by Department include:
  - Administrative Services (IT) - **Information Technology Technician (2)**
  - City Manager's Office - **Administrative Clerk II (1)**
  - Community Development - **Associate Planner (1) Senior Permit Technician (1)**
  - Public Works – **Engineering Services - Associate Engineer (1) Management Analyst (1) Engineering Aide (1)**

# Class Study Key Outcomes

- **Five (5) Positions recommended for reclassification:**

1. Associate Engineer → **Senior Engineer – Public Works / Engineering**
2. Engineering Aide → **Assistant Engineer – Public Works / Engineering**
3. Management Analyst → **Senior Management Analyst – Public Works / Engineering**
4. IT Technician (2) → **IT Specialist – Administrative Services / IT**

- **Three (3) New classifications proposed:**

1. **IT Specialist**
2. **Management Assistant**
3. **Senior Planner**

# Key Outcomes – Administrative Services

## Information Technology (IT) Recommendations:

- Reclassify IT Technicians → **IT Specialist**
- Establish new IT Specialist classification Impacts:
- Labor Impact: No change (remains in AIE)
- Fiscal Impact: Minimal to no impact (absorbed in new GF budget for FY 2026-27)

# Key Outcomes – City Manager’s Office

## Recommendations:

- Reclassify: Administrative Clerk II → **Management Assistant**
- Labor Impact: Moves from OE3 → Confidential
- Fiscal Impact: Position not filled in FY 2026/27, no initial impact
- Added to Class & Comp Plan for FY 2026-27

# Key Outcomes – Community Development

## Recommendations:

- New classification: **Senior Planner**
- Labor Impact: No change in bargaining unit anticipated
- Fiscal Impact: Not filled in FY 2026/27; no initial impact
- Added to Class & Comp Plan for FY 2026-27

# Key Outcomes – Public Works

## Reclassifications:

- Associate Engineer (AIE) → **Senior Engineer**
- Engineering Aide (OE3) → **Assistant Engineer**
- Management Analyst (AIE) → **Senior Management Analyst**

## Labor Impacts:

- Senior Engineer: → Division Manager Group (Non-represented)
- Assistant Engineer → AIE
- Sr. Management Analyst → remains AIE
- Met and conferred with representatives from Operating Engineers, Local 3 and they did not express any objections. We're still conferring with Association of Intermediate Employees.

# FY 2026-27 Impact Summary

Proposed Position	Bargaining Unit	Step	Current Monthly	Proposed Monthly	Annual Difference
IT Specialist (x2)	AIE	Step E	\$9,610	\$10,138	\$12,672
Sr. Management Analyst	AIE	Step C	\$10,622	\$11,453	\$9,972
Assistant Engineer	AIE	Step A	\$6,832	\$8,822	\$23,880
Senior Engineer	Div. Managers	Step A	\$11,803	\$12,549	\$8,952
<b>Total</b>					<b>\$55,476</b>

**Total Estimated Fiscal Impact for FY 2026-27: \$55,476 (Incorporated into Preliminary DRAFT BUDGET)**

**Positive Benefits Identified for City workforce and minimal GF Impacts:**

- Costs offset by FTE vacancies
- Adherence to City Personnel Rules requirements
- Minimal net GF budget impact for FY 2026-27
- Positions are incorporated in the FY 27 and FY 28 Biennial Personnel Budget; effective 7/1/2026
- Improves employee retention and morale

# BFLSC RECOMMENDATION:

- 1). Receive presentation; and
- 2). Authorize City Manager and HR staff to amend and finalize all recommendations to the FY 2026/27 Class and Comp Plan for City Council approval in June 2026, effective July 1, 2026, to include:

## Five (5) Positions recommended for reclassification:

1. Associate Engineer → **Senior Engineer (Public Works / Engineering)**
2. Engineering Aide → **Assistant Engineer (Public Works / Engineering)**
3. Management Analyst → **Senior Management Analyst (Public Works / Engineering)**
4. IT Technician (2) → **IT Specialist (Administrative Services / IT)**

## Three(3) New classifications proposed:

1. **IT Specialist**
2. **Management Assistant**
3. **Senior Planner**

**Thank you!**

**Questions**

