

## **RESOLUTION NO. 19-**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HERCULES AUTHORIZING A RECLASSIFICATION OF THE CABLE/COMMUNICATIONS TECHNICIAN TO INFORMATION SYSTEMS SPECIALIST AND APPROVING THE PROPOSED NEW SALARY RANGE**

**WHEREAS**, City staff conducts reviews of its job classification plan and periodically will propose updates to classifications as needed based on changes in the organization structure and service delivery needs; and

**WHEREAS**, a classification and compensations study is currently underway where all job descriptions are being reviewed and updated to ensure they reflect current duties, responsibilities, and qualifications; and

**WHEREAS**, the Cable/Communications Technician position has been vacant since April 2019; and

**WHEREAS**, City staff is proposing a reclassification of Cable/Communications Technician to Information Systems Specialist independent of the classification and compensation study being prepared by the City's consultant so that staff can immediately recruit for a full time employee to fill the vacancy; and

**WHEREAS**, a new job description for Information Systems Specialist, attached hereto identifies the duties, responsibilities and qualifications of the position; and

**WHEREAS**, City staff is proposing that the Information Systems Specialist be assigned to Grade 148 of the full-time salary schedule; and

**WHEREAS**, the maximum additional cost is \$10,000 annually on a fully-loaded basis resulting from the recommendation to increase this vacant position by one salary grade and it is likely that the overall costs will be within budgeted funds for the 2019-20 fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Hercules does hereby approve the reclassification of Cable/Communications Technician to Information Systems Specialist and authorizes the Information Systems Specialist job description, attached hereto be added to the City's Classification Plan and approves the assigned salary range of Grade 148 of the full-time salary schedule effective immediately after adoption of this Resolution.

The foregoing Resolution was duly and regularly adopted at a regular meeting of the City Council of the City of Hercules held on the 8th day of October, 2019 by the following vote of the Council:

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

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Dan Romero, Mayor

ATTEST:

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Lori Martin, Administrative Services Director &  
City Clerk