

We are a welcoming, active and business-friendly rural foothill community built on California's rich gold rush history



City Manager's Report
April 11, 2023, City Council Meeting
Prepared by: Cleve Morris, City Manager
Item #: 7.5

Subject: Adopt a Resolution:

1. Approving a title change for the position of Water Reclamation Facility Supervisor to Water Reclamation Facility Chief Plant Operator; and
2. Adopting the salary for the Water Reclamation Facility Chief Plant Operator.

Purpose: The purpose of this item is to change the title of the Water Reclamation Facility Supervisor (WRF Supervisor) to Water Reclamation Facility Chief Plant Operator, to more accurately reflect the duties and responsibilities of the position.

Strategic Plan Strategy: Good Governance Strategy 4 – Provide support to staff through behaviors and actions.

Background: On March 14, 2023, the Council updated the Job Description for the WRF Supervisor to reflect the changes that have happened to the position, primarily reporting to the City Engineer. While reviewing the position description staff felt that a title change was necessary to more accurately reflect the duties and responsibilities of the position.

The current WRF Supervisor has announced their retirement on June 23, 2023 and therefore has prompted additional review of the position.

In order to proceed with the recruitment in a timely manner and make sure we can fill the position prior to the June 23, 2023 date, staff began announcing the position opening prior to this recommended action.

Discussion: The attached Job Description shows the new position with the WRF Chief Plant Operator Title. No changes other than title are being recommended and no changes are being recommended to the salary at this time. Staff is requesting approval of the title change and assignment of the existing salary for WRF Supervisor to the position.

Environmental: This action does not qualify as a project under the California Environmental Quality Act (CEQA) and therefore no Environmental Statement is necessary.

Options:

1. Approve the Title Change as recommended.
2. Make additional changes to the Job Description and approve with title change.

3. Do not approve the title change and provide further direction to staff if any.

Cost: None

Budget Impact: None

Recommendation: Adopt a Resolution:

1. Approving a title change for the position of Water Reclamation Facility Supervisor to Water Reclamation Facility Chief Plant Operator; and
2. Adopting the salary for the Water Reclamation Facility Chief Plant Operator.



M. Cleve Morris, City Manager



Rebecca Neves, City Engineer

Attachments

A: Resolution

B: Job Description