

RESOLUTION NO. 7912

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ESTABLISHING A SALARY SCHEDULE AND COMPENSATION PLAN FOR CITY EMPLOYEES AND RESCINDING RESOLUTION NO. 7899.**

WHEREAS, the City Council is authorized and directed by Section 2.56.040 of the Redlands Municipal Code to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The City Council of the City of Redlands hereby establishes a basic compensation plan for all employees in all of the classifications of employment as described in Section 2 of this resolution to be effective October 22, 2018.

Section 2. Salary schedule and Compensation Plan.

Department/Division	PT	FT	Unit	Range			
<i>City Clerk's Office</i>							
Administrative Assistant I/II		1	G	12	26		

**Part Time Positions**

Administrative Assistant	1		PT				
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<b>Total City Clerk's Office</b>	<b>1</b>	<b>1</b>					
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<i>City Manager's Office</i>							
City Manager		1	C	2			
City Attorney		1	C	1			
Assistant to the City Manager		1	M	81			
Management Analyst		1	MM	40			
Senior Administrative Analyst		1	MM	25			
Senior Administrative Assistant		1	G	39			

**Public Information**

Public Information Officer		1	M	75			
Multimedia Production Coordinator		1	MM	27			

**Purchasing**

Purchasing Services Manager		1	M	73			
Purchasing Clerk		1	G	22			

**Emergency Management**

Emergency Operations Manager		1	M	72			
Emergency Operations Specialist		1	MM	25			

<b>Total City Manager's Office</b>	<b>0</b>	<b>12</b>					
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<i>Management Services</i>							
Director, Management Services*		1	DD	4			

**Human Resources/Risk Management**

Assistant Director, HR/Risk Management		1	M	90				
Human Resources Manager		1	MM	80				
HR Analyst/Volunteer Coordinator		1	MM	65				
Occupational Health & Safety Administrator		1	MM	65				
Risk/Safety Specialist		1	MM	41				
HR Specialist		1	MM	30				
HR Technician		2	G	37				
Administrative Assistant I/II		1	G	12	26			
HR/Risk Management Intern	2		PT					

**Information Technology**

Network Engineer II		1	MM	77				
Network Engineer I		1	MM	72				
GIS Supervisor		1	MM	76				
Database Administrator		1	MM	61				
Sr. System Administrator		1	MM	52				
System Administrator		1	MM	46				
GIS Administrator		1	MM	46				
Camera Technician		1	G	75				
GIS Technician		1	G	57				
Help Desk Technician		2	G	54				
Administrative Technician		1	G	29				

**Finance**

Assistant Finance Director		1	M	90				
Fiscal Manager		1	M	76				
Senior Accountant		2	MM	51				
Accountant		1	MM	35				
Senior Accounting Technician		1	G	40				
Accounting Technician I/II		2	G	23	33			

**Revenue Division**

Revenue Manager		1	MM	70				
Accountant		1	MM	35				
Utilities Customer Service Supervisor		1	MM	45				
Utilities Billing Specialist		1	G	40				
Senior Accounting Technician		1	G	40				
Utilities Billing Technician		1	G	35				
Customer Account Specialist		7	G	33				
Customer Service Technician I/II		3	G	17	27			

**Payroll**

Payroll Coordinator		1	MM	30				
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**Part Time Position**

Business License Inspector	1		PT				
Intern	1		PT				

**Total Management Services | 4 | 47 |**

\*the position of Director, Management Services shall perform the duties of Director of Finance as outlined in Redlands Municipal Code 2.08

**Development Services Department**

**Administration**

Development Services Director		1	DD	03			
Assistant Development Services Director		1	M	82			
Administrative Analyst		1	G	50			

**Building Division**

Chief Building Official		1	M	81			
Sr. Plans Examiner		1	MM	62			
Plans Examiner		1	G	80			
Sr. Building Inspector		1	G	80			
Building Inspector I/II		1	G	60	70		
Permit Technician I/II		2	G	52	57		

**Economic Development Division**

Economic Development Manager		1	M	80			
Project Manager I/II		1	MM	55	65		

**Planning Division**

City Planner		1	M	82			
Principal Planner		2	MM	75			
Senior Planner		1	MM	65			
Junior/Assistant/Associate Planner		3	G	53	70	80	
Sr. Administrative Technician		1	G	43			

**Part Time Positions**

Administrative Assistant	1		PT				
Planning Intern	1		PT				

**Total Development Services Department | 2 | 20 |**

**Fire Department**

Fire Chief		1	DD	06			
Deputy Fire Chief		1	F	85			
Battalion Chief		3	F	79			
Fire Marshal		1	M	88			
Fire Captain		15	F	60			
Fire Engineer		15	F	55			
Fire Fighter		21	F	50			
EMS Coordinator (effective 1/1/19)		1	MM	82			

Fire Safety Specialist		1	CS	75				
Management Analyst		1	MM	40				
Senior Administrative Technician		1	G	43				
Administrative Technician		1	G	29				

**Part Time Positions**

Fire Prevention Inspector	1		PT					
EMS Quality Assurance Nurse (delete 12/31/18)	1		PT					
Fire Prevention Technician	2		PT					
Environmental Technician	2		PT					

**Total Fire Department | 6 | 62 |**

**Library**

Library Director		1	N/A					
Archivist Curator		1	M	78				
Principal Librarian		2	MM	47				
Senior Librarian		1	MM	37				
Associate Archivist		1	MM	32				
Systems Administrator		1	MM	46				
Management Analyst		1	MM	40				
Adult Literacy Coordinator		1	MM	32				
Sr. Administrative Assistant (eff. 1/1/19)		1	G	39				
Building Maintenance Worker		1	G	38				
Library Specialist I/II		6	G	22	32			
Technical Services Clerk		1	G	12				
Library Clerk		2	G	5				

**Part Time Positions**

Administrative Assistant	1		PT					
Building Maintenance Worker	1		PT					
Library Clerk	4		PT					
Library Page	4		PT					
Technical Services Clerk	1		PT					
Museum Attendant	3		PT					

**Total Library | 14 | 20 |**

**Municipal Utilities & Engineering Department**

**Administration**

Director of Municipal Utilities and Public Works Engineering/City Engineer		1	DD	05				
Deputy MUED Director		1	M	93				
One Stop Permit Center Manager		1	M	82				
Assistant City Engineer		1	M	81				
Project Manager II/Sr. Project Manager		2	MM	65	73			

Project Manager		2	MM	55				
Management Analyst		1	MM	40				
Water Resources Specialist		1	MM	48				
Water Conservation Specialist		1	G	49				
Senior Administrative Technician		2	G	43				
Senior Administrative Assistant		1	G	39				

**Engineering Services**

Asst/Assoc/Civil/Sr. Civil Engineer		9	G/MM	74	51	61	73	
Senior Construction Inspector		1	G	90				
Senior Environmental Compliance Inspector		1	G	79				
Construction Inspector I/II		3	G	69	79			
NPDES Inspector I/II		1	G	59	64			
Counter Services Technician		1	G	30				

**Utilities**

Utilities Operations Manager		1	M	85				
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**Water Division**

Water Production/Maint. Superintendent		1	MM	76				
Water Distribution Superintendent		1	MM	70				
Water Production Operations Supervisor		1	G	97				
Water Production Maintenance Supervisor		1	G	97				
Water Distribution Supervisor		1	G	97				
Senior Water Treatment Operator		1	G	79				
Utilities Maintenance Foreperson		1	G	80				
Electrical and Instrumentation Technician		1	G	69				
Cross Connection Control Inspector		1	G	58				
Water Distribution Crew leader		4	G	61				
Water Treatment Operator I/II/III/IV/V		7	G	54	57	67	72	77
Plant Mechanic I/II		3	G	43	53			
Senior Water Distribution Operator		4	G	48				
Water Quality Technician I/II		2	G	39	49			
Water Distribution Operator		9	G	35				
Electrical and Instrumentation Apprentice		1	G	35				
Sr. Customer Service Field Technician		1	G	48				
Customer Service Field Technician		1	G	39				
Senior Grounds Maintenance Worker I/II		1	G	30	40			
Grounds Maintenance Worker I/II		1	G	12	20			
Water Meter Reader I/II		2	G	17	27			
Maintenance Worker I/II		3	G	14	20			

**Wastewater Division**

Wastewater Operations Superintendent		1	MM	76				
Wastewater Operations Supervisor		1	G	97				
Regulatory Compliance Officer		1	G	90				
Laboratory Supervisor		1	G	87				

Wastewater Collection System Supervisor		1	G	72				
Plant Mechanic I/II		3	G	43	53			
Wastewater Facilities Operator I/II/III/IV		6	G	51	61	66	71	
Laboratory Technician I/II/III/IV		4	G	33	43	53	58	
Line Maintenance Worker I/II/III/IV		3	G	34	44	49	54	
Senior Grounds Maintenance Worker I/II		1	G	30	40			
Maintenance Worker I/II		2	G	14	20			

**Part Time Positions**

Technical Services Clerk	3		PT					
Water Waste Investigator	3		PT					

**Total MUED Department 6 | 103 |**

**Police Department**

Chief of Police		1	DD	07				
Assistant Police Chief		1	P	89				
Police Lieutenant		3	P	81				
Police Sergeant		12	P	70				
Police Corporal/Investigator		20	P	64				
Police Officer/Police Recruit		52	P/CS	60/79				
Management Analyst		1	MM	40				
Police Operations Manager		1	M	74				
Police Operations Coordinator		1	MM	36				
Executive Police Assistant		1	CS	74				
Crime Analyst		1	CS	79				
Animal Control Supervisor		1	CS	64				
Dispatcher Shift Supervisor		1	CS	70				
Senior Forensic Specialist		1	CS	52				
Forensic Specialist		1	CS	47				
Building Maintenance Worker		1	G	38				
Community Service Officer I/II		8	CS	33	43			
Dispatcher I/II/III		15	CS	40	50	55		
Animal Control Officer		2	CS	30				
Police Customer Service Supervisor		1	CS	64				
Police Customer Service Representative I/II		4	CS	17	27			
Kennel Attendant		1	CS	10				

**Part Time Positions**

Community Services Officer	3		PT					
Customer Service Rep	1		PT					
Kennel Attendant	1		PT					
Background Investigator	5		PT					
ID Technician Trainee	1		PT					
Dispatcher	1		PT					

**Total Police Department 12 | 130 |**

**Quality of Life Department**

Quality of Life Director		1	DD	04				
Assistant Quality of Life Director		1	M	90				
Sustainability Manager		1	M	75				
Senior Project Manager		1	MM	73				
Project Manager I/II		1	MM	55	65			
Field Services Superintendent		1	MM	60				
Field Services Supervisor		1	MM	48				
Senior Administrative Analyst		1	MM	25				
Code Enforcement Officer		2	G	49				
Project Assistant		2	G	40				
Counter Services Technician		1	G	30				
Administrative Technician		1	G	29				
Administrative Assistant I/II		2	G	12	26			

**Airport**

Airport Supervisor		1	MM	40				
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**Building Maintenance**

Senior Building Maintenance Worker		1	G	47				
Building Maintenance Worker		1	G	38				

**Electrical**

Electrician		1	G	46				
Traffic Signal Technician I/II		1	G	28	46			

**Solid Waste Division**

Solid Waste Manager		1	MM	51				
Solid Waste Coordinator		1	G	59				
Senior Equipment Operator		1	G	44				
Senior Solid Waste Truck Driver		1	G	44				
Recycling Coordinator		1	G	44				
Welder		1	G	43				
Solid Waste Truck Driver		25	G	34				
Equipment Operator OIT/I/II		2	G	19	34	39		
Maintenance Worker I/II		2	G	14	20			

**Fleet Services Division**

Fleet Services Coordinator		1	MM	40				
Fire Mechanic		1	G	53				
Heavy Equipment Mechanic		1	G	43				
Mechanic I/II		2	G	41	46			

**Parks and Trees Division**

Field Services Coordinator		1	G	59				
Senior Grounds Maintenance Worker I/II		2	G	30	40			
Tree Trimmer I/II		6	G	30	40			

Grounds Maintenance Worker I/II		11	G	12	20				
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**Street Division**

Field Services Coordinator		1	G	59				
Senior Asphalt Worker		1	G	44				
Senior Street Maintenance Worker I/II		2	G	44	49			
Equipment Operator OIT/I/II		3	G	19	34	39		
Asphalt Worker		2	G	34				
Sign & Paint Worker		1	G	34				
Maintenance Worker I/II		5	G	14	20			

**Cemetery Division:**

Cemetery Manager		1	MM	52				
Cemetery Sales and Services Representative		1	G	58				
Cemetery Crew Leader		1	G	49				
Cemetery Caretaker I/II		1	G	17	25			

**Recreation/Senior Services**

Recreation Services Coordinator		1	G	59				
Program Specialist		2	G	45				
Program Aid		3	G	1				

**Part Time Positions**

Program Assistant	3		PT					
Program Aide	5		PT					
PT Code Enforcement Aid	1		PT					
Downtown Attendant	2		PT					
Cemetery Aide	1		PT					
Equipment Operator OIT	1		PT					
Maintenance Worker	8		PT					
Solid Waste Collector	10		PT					

<b>Total Quality of Life Department</b>	<b>31</b>	<b>106</b>
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<b>Total Full Time Positions</b>	<b>501</b>
<b>Total Part Time Positions</b>	<b>76</b>
<b>Total Authorized Positions</b>	<b>577</b>

**GRANT & DONATION FUNDED POSITIONS**

**Police Department**

Camera Operators	6		PT					
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**Quality of Life**

Van Driver		1	G	5				
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**Total Grant Funded Positions**

6	1
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All grant and donation funded positions are contingent upon continued funding.

**LIMITED TERM POSITIONS**

Payroll Assistant		1						
Principal Accountant		1						

**Total Limited Term Positions**

	2
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**Total Authorized Positions** 577  
**Total Grant Funded Positions** 7  
**Total Limited Term Positions** 2

**TOTAL POSITIONS** 586

Section 3. In addition to the salary schedule set forth above, the compensation plan established by this resolution permits the City Manager to establish programs for incentive awards, length of service awards, pay for performance, and other methods of recognizing employee work performance.

Section 4. Resolution No.7899 of the City of Redlands is hereby rescinded effective October 22, 2018.

Adopted, approved and signed this 16th day of October, 2018.

  
\_\_\_\_\_  
Paul W. Foster, Mayor

ATTEST:

  
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Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing Resolution was duly adopted by the City Council at a regular meeting thereof, held on the 16<sup>th</sup> day of October, 2018, by the following vote:

AYES: Councilmembers Barich, Tejeda, Momberger, James; Mayor Foster  
NOES: None  
ABSTAIN: None  
ABSENT: None

  
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Jeanne Donaldson, City Clerk

