

RESOLUTION NO. 2024-073

**RESOLUTION OF THE MAYOR AND CITY COUNCIL OF
THE CITY OF SAN BERNARDINO, CALIFORNIA, 1.
AMENDING THE ADMINISTRATIVE ANALYST JOB
SERIES; 2. ESTABLISHING THE LAND DEVELOPMENT
ENGINEER JOB CLASSIFICATION; AND 3. AMENDING
THE CITY-WIDE SALARY SCHEDULE FOR FULL-TIME,
PART-TIME, TEMPORARY, AND SEASONAL POSITIONS**

WHEREAS, as the City continues its efforts in improving service delivery, staff recommends reactivating the Administrative Analyst job series; and

WHEREAS, adding these classifications back onto the City-wide salary schedule will allow the City to utilize the classification to better support departmental activities, functions and programs as it relates to policy, procedure, legal and legislative positions; and

WHEREAS, on September 12, 2023, staff made a presentation providing an analysis of the City's economic forecast, position control, and a comparative analysis of other cities. The presentation contained the addition of several new positions, including the Land Development Engineer; and

WHEREAS, the Administrative Analyst I (U) is an unclassified position in the Management & Confidential group, responsible for performing professional analytical and management support work assignments ranging from routine to moderately difficult or assists others in performing more difficult analytical work in support of department functions, programs, goals and objectives; and

WHEREAS, the Administrative Analyst II (U) will be an unclassified position in the Management & Confidential group, responsible for more difficult analytical and program assignments involving gathering and interpretation of data from multiple sources on issues of significant impact and importance; and

WHEREAS, the Senior Administrative Analyst (U) will be an unclassified position in the Management & Confidential group, responsible for performing complex and responsible analyses and studies on a wide range of management, administrative, program and other organization issues in support of the planning and execution of City-wide or department goals and objectives; and

WHEREAS, the proposed Land Development Engineer will be an classified position in the Management & Confidential group, responsible for providing professional civil engineering guidance through the land development process for the City's Engineering Division, including construction, civil engineering, Americans with Disabilities Act (ADA) compliance, and storm water/national pollutant discharge elimination system (NPDES) compliance; and

WHEREAS, the salary schedule includes all adopted and approved classification and salaries; and

WHEREAS, the salary schedule meets the California Public Employees Retirement Systems (CalPERS) pay rate reporting requirements in accordance to Government Code Section 20636 defining “Compensation Earnable” and the California Code of Regulations (CCR) Section 570.5.

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN BERNARDINO AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are incorporated herein by this reference.

SECTION 2. The classification of Administrative Analyst I (U), range 496, \$5,706.33 - \$6,935.77/monthly, attached hereto as Exhibit A is hereby approved.

SECTION 3. The classification of Administrative Analyst II (U), range 526, \$6,627.06 - \$8,055.81/monthly, attached hereto as Exhibit A is hereby approved.

SECTION 4. The classification of Senior Administrative Analyst (U) range 576, \$8,504.26 - \$10,337.04/monthly, attached hereto as Exhibit A is hereby approved.

SECTION 5. The proposed classification of Land Development Engineer, range 590, \$9,119.52 - \$11,085.54/monthly, attached hereto as Exhibit A is hereby established and approved.

SECTION 6. The City-wide salary schedule for all City of San Bernardino’s classifications attached hereto and incorporated herein as Exhibit “A”, are hereby approved.

SECTION 7. The Mayor and City Council finds this Resolution is not subject to the California Environmental Quality Act (CEQA) in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty, as in this case, that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 8. Severability. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications, and to this end the provisions of this Resolution are declared to be severable.

SECTION 9. Effective Date. This Resolution shall become effective immediately.

APPROVED and **ADOPTED** by the City Council and signed by the Mayor and attested by the City Clerk this 17th day of April 2024.

Helen Tran, Mayor
City of San Bernardino

Attest:

Genoveva Rocha, CMC, City Clerk

Approved as to form:

Sonia Carvalho, City Attorney

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF SAN BERNARDINO)

I, Genoveva Rocha, CMC, City Clerk, hereby certify that the attached is a true copy of Resolution No. 2024-073, adopted at a regular meeting held on the 17th day of April 2024 by the following vote:

<u>Council Members:</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
SANCHEZ	_____	_____	_____	_____
IBARRA	_____	_____	_____	_____
FIGUEROA	_____	_____	_____	_____
SHORETT	_____	_____	_____	_____
REYNOSO	_____	_____	_____	_____
CALVIN	_____	_____	_____	_____
ALEXANDER	_____	_____	_____	_____

WITNESS my hand and official seal of the City of San Bernardino this 18th day of April 2024.

Genoveva Rocha, CMC, City Clerk