

RESOLUTION NO. ____-2023

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL
APPROVING THE ESTABLISHMENT OF HUMAN RESOURCES MANAGER
MID-MANAGEMENT CLASSIFICATION, ESTABLISHING SALARY RATE
COMPENSATION PLAN AND CONFIRMING ALL CITY OF FORT BRAGG
ESTABLISHED CLASSIFICATIONS**

WHEREAS, the Human Resources Analyst, a non-exempt, full-time, Confidential/Non-Bargaining classification, absorbed a substantial portion of the Administrative Services Director's Human Resources duties, when the Administrative Services Director separated from the City's employ in January 2019; and

WHEREAS, the Human Resources Analyst is currently overseeing Risk Management operations for the City Clerk; and

WHEREAS, the City's Human Resources function continues to increase in scope and complexity due to continually changing State and federal laws; and

WHEREAS, the City wishes to establish a Human Resources Manager classification, a full-time, Mid-Management, exempt position that will be filled by the current Human Resources Analyst; and

WHEREAS, the cost of the increased compensation are fully covered in the FY 2022-2023 budget in the Administration Department's salary savings; and

WHEREAS, the Fort Bragg City Council approves all new classifications and salary schedules, which include classification titles and compensation rates as reflected in Exhibit A; and

WHEREAS, the establishment of this Resolution meets the requirements of California Regulations Section 570.5 as confirmed by the California Public Employees' Retirement System (CalPERS); and

WHEREAS, the newly created Human Resources Manager classification must be approved as part of the City's Master Salary Schedule; and

WHEREAS, CalPERS requires the City to have a publicly adopted and posted salary schedule; and

WHEREAS, the full salary schedule is available on the City's website; and

WHEREAS, based on all of the evidence presented, the City Council finds as follows;

1. Establishing the Human Resources Manager, a full-time, exempt, Mid-Management position, provides an appropriate classification and compensation that more accurately reflects the nature of the work the current Human Resources Analyst is performing; and
2. The newly created Human Resources Manager classification will be filled with the current Human Resources Analyst; and

3. The existing FY 2022-2023 Administration budget has salary savings which fully covers the cost of the above action.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Fort Bragg does hereby approve the new Human Resources Manager classification and confirm the City's Master Salary Schedule as outlined in Exhibit A.

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 24th day of April, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSED:

BERNIE NORVELL

Mayor

ATTEST:

June Lemos, MMC
City Clerk