



Legislation Text

File #: 90710, **Version:** 1

Fiscal Note

This resolution creates and modifies classification specifications for three positions, effective January 1, 2026.

- Recreating a Human Resources Analyst 4 into a new classification of Benefits Manager (Compensation Group/ Range (CG/R) 18/15)
- Recreating a Forestry Operations Supervisor into a new classification of Assistant City Forester (CG/R 18/10)
- Creating a new Water Quality Program Supervisor classification(CG/R 18/9)
- Recreating a Deputy City Clerk into a new supervisory position classification (CG/R 18/10)
- Creating a new Municipal Clerk Leadworker classification (CG/R 20/17) and recreating 3 positions in that new classification

The 2026 executive budget includes sufficient funding for these positions in each respective agency. If this resolution is adopted, the position tables for each agency will be updated in the 2026 adopted budget to reflect the correct classifications.

Title

Create or modify classifications for position placement in the 2026 operating budget as adopted by the Common Council.

Body

Resolution to create or modify classification specifications for placement into the salary tables and to classify new positions in the respective agencies' 2026 operating budgets as adopted by Common Council, therein.

Detailed Text:

Whereas the proposed 2026 operating budget includes positions which require classifications or modification to existing classifications, and placement into the salary schedules; and

Whereas the Human Resources Department is recreating position #877 of Human Resources Analyst 4 (H409) into a new classification of Benefits Manager in CG18, Range 15; and the employee (V. Larson) will underfill the new position while a trainee reclassification process is complete; and

Whereas the Streets Division is recreating position #1495 of Forestry Operations Supervisor (H304) into a new classification of Assistant City Forester in CG18, Range 10; and reallocating the employee (C. Klinke) to the new position; and

Whereas the Water Utility proposed operating budget includes creating a new position into a new classification of Water Quality Program Supervisor in CG18, Range 9; and the position will be filled through a recruitment; and

Whereas the Clerk's Office proposed operating budget includes a new supervisory position; this position shall be classified as a Deputy City Clerk (H375); the classification of Deputy City Clerk (H375) will be recreated in

CG18, R10; position #4651 of Deputy City Clerk will be recreated to CG18, R10; the employee (J. Verbick) will be reallocated to the new position remaining in CG18, Range 7; and both positions will be filled through a recruitment; and

Whereas the Clerk's Office is recreating positions #708, 743 and 4047 of Certified Municipal Clerk (J127) into a new classification of Municipal Clerk Leadworker in CG20, Range 17; and all positions will be filled through a recruitment; and

Now Therefore Be It Resolved that the Common Council approves and adopts the additions and modifications to the classifications and salary schedules as outlined above, and the proper officers are authorized and directed to take all actions necessary to place the positions into the classification and salary schedules.