

**RESOLUTION NO. 8037**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF SAN FERNANDO, CALIFORNIA, AMENDING  
PORTIONS OF SECTION 1 OF RESOLUTION NO. 8015,  
THE FISCAL YEAR 2020-2021 TABLE OF  
ORGANIZATION, ADOPTED JUNE 15, 2020**

**WHEREAS**, the City Council of the City of San Fernando has adopted the Fiscal Year (FY) 2020-2021 Table of Organization on June 15, 2020, per Resolution No. 8015; and

**WHEREAS**, the City Council is scheduled to approve Side Letters of Agreement between the City of San Fernando and two bargaining units (SFPEA and SFMG) represented by SEIU Local 721 on October 19, 2020 that are applicable to general employees (SFPEA) and management employees (SFMG);

**WHEREAS**, the Table of Organization as adopted for FY 2020-2021, and the Side Letters of Agreement scheduled for adoption on October 19, 2020, have provisions for assignment of various positions and classifications to specific departments, divisions and activities by titles and numbers; and

**WHEREAS**, the City Council is scheduled to approve some position and classification changes that will impact the assignment of certain positions and classifications in the Police Department; and

**WHEREAS**, it is necessary that said positions and classifications be assigned to specific departments, divisions and activities by titles and numbers;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1:** That that portion of the said Table of Organization adopted on June 15, 2020, per Resolution No. 8015, be further amended by **deleting** thereto the following job titles under the "Community Development Department" effective November 20, 2020, as follows:

**COMMUNITY DEVELOPMENT**

<u>TITLE</u>	<u>BUDGETED HOURS PER WEEK</u>	<u>FULL TIME EQUIVALENT (FTE) STATUS</u>	<u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u>
Building & Safety Supervisor	40	1	1
Community Development Secretary	40	1	1

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**SECTION 2:** That that portion of the said Table of Organization adopted on June 15, 2020, per Resolution No. 8015, be further amended by **deleting** thereto the following job titles under the "Finance Department" effective October 16, 2020, as follows:

**FINANCE**

<u>TITLE</u>	<u>BUDGETED HOURS PER WEEK</u>	<u>FULL TIME EQUIVALENT (FTE) STATUS</u>	<u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u>
Treasury Manager	40	1	1
Office Clerk	40	1	1

**SECTION 3:** That that portion of the said Table of Organization adopted on June 15, 2020, per Resolution No. 8015, be further amended by **deleting** thereto the following job titles under the "Public Works Department" effective the respective dates specified next to the job titles, as follows:

**PUBLIC WORKS**

<u>TITLE</u>	<u>BUDGETED HOURS PER WEEK</u>	<u>FULL TIME EQUIVALENT (FTE) STATUS</u>	<u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u>
Building Maintenance Worker/ Electrical Helper (Effective October 10, 2020)	40	1	1
Electrical Supervisor (Effective October 10, 2020)	40	1	1
Equipment & Materials Supervisor (Effective October 15, 2020)	40	1	1
Mechanical Helper (Effective October 15, 2020)	40	1	1
Office Specialist (Effective October 10, 2020)	40	1	1

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<u>TITLE</u>	<u>BUDGETED HOURS PER WEEK</u>	<u>FULL TIME EQUIVALENT (FTE) STATUS</u>	<u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u>
Public Works Administrative Coordinator (Effective October 10, 2020)	40	1	1
Public Works Field Supervisor II (Effective October 10, 2020)	40	1	1
Public Works Maintenance Worker (Effective October 16, 2020)	40	1	1
Senior Maintenance Worker (Effective November 11, 2020)	40	1	1

**SECTION 4:** That that portion of the said Table of Organization adopted on June 15, 2020, per Resolution No. 8015, be further amended by **deleting** thereto the following job titles under the "Recreation & Community Services Department" effective the respective dates specified next to the job titles, as follows:

**RECREATION & COMMUNITY SERVICES**

<u>TITLE</u>	<u>BUDGETED HOURS PER WEEK</u>	<u>FULL TIME EQUIVALENT (FTE) STATUS</u>	<u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u>
Cultural Arts Supervisor (Effective November 20, 2020)	40	1	1
Office Specialist (Effective November 20, 2020)	80	2	2
Program Specialist (Effective November 20, 2020)	40	1	1

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**SECTION 5:** That that portion of the said Table of Organization adopted on June 15, 2020, per Resolution No. 8015, be further amended by **adding** thereto the following job titles under various departments effective the respective dates specified next to the job titles, as follows:

<u>TITLE</u>	<u>BUDGETED HOURS PER WEEK</u>	<u>FULL TIME EQUIVALENT (FTE) STATUS</u>	<u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u>
<b><u>COMMUNITY DEVELOPMENT</u></b>			
Community Development Technician (Effective November 20, 2020)	40	1	1
<b><u>FINANCE</u></b>			
Treasurer Assistant (Effective October 16, 2020)	40	1	1
<b><u>PUBLIC WORKS</u></b>			
City Electrician (Effective October 10, 2020)	40	1	1
City Mechanic (Effective October 16, 2020)	40	1	1
Executive Assistant (Effective October 10, 2020)	40	1	1
Public Works Operations Manager (Effective October 24, 2020)	40	1	1
<b><u>RECREATION &amp; COMMUNITY SERVICES</u></b>			
Administrative Assistant (Effective November 20, 2020)	40	1	1

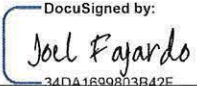
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<u>TITLE</u>	<u>BUDGETED HOURS PER WEEK</u>	<u>FULL TIME EQUIVALENT (FTE) STATUS</u>	<u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u>
Executive Assistant (Effective November 20, 2020)	40	1	1
Recreation & Community Services Coordinator (Effective November 20, 2020)	40	1	1

**SECTION 6:** Except as amended herein, all other provisions of the said Table of Organization adopted on June 15, 2020, per Resolution No.8015, remain unchanged and in full force and effect.

**SECTION 7:** The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and her certification to be filed in the office of the City Clerk.

**PASSED, APPROVED AND ADOPTED** this 19<sup>th</sup> day of October, 2020.

DocuSigned by:  
  
 34DA1699803B42E...  
 Joel Fajardo, Mayor

**ATTEST:**

  
 Julia Fritz, City Clerk

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CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 8037 which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 19<sup>th</sup> day of October, 2020, by the following vote of the City Council:

**AYES:** Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5

**NAYS:** None

**ABSENT:** None

**ABSTAINED:** None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 29<sup>th</sup> day of October, 2020.

  
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Julia Fritz, City Clerk