

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AMENDING
RESOLUTION NO. 1626, THE CLASSIFICATION PLAN**

WHEREAS, the City of Milpitas has a Classification Plan adopted as Resolution No. 1626 on December 17, 1968, in accordance with the Personnel Rules and Regulations of the City of Milpitas (Resolution No. 792 as amended); and

WHEREAS, amendments to the Classification Plan are necessary to account for changes within the organization, transfer of duties, new job responsibilities, and adjustments to salary ranges.

NOW THEREFORE, the City Council of the City of Milpitas hereby finds, determines and resolves as follows:

- 1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
- 2. Resolution No. 1626, as amended, is hereby amended effective August 17, 2010, as follows:
 - A. Re-title one "Hazardous Materials Inspector" to "Fire Prevention Inspector."

PASSED AND ADOPTED this _____ day of _____, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Robert Livengood, Mayor

APPROVED AS TO FORM:

Michael J. Ogaz, City Attorney

City of Milpitas, California

BUDGET CHANGE FORM

Type of Change	From		To	
	Account	Amount	Account	Amount
Check one:				
<input checked="" type="checkbox"/> Budget Appropriation	100-823-4111	\$131,253	100-8224111	\$131,253
<input type="checkbox"/> Budget Transfer	100-823-4132	16,428	100-8224132	16,428
	100-823-4131	31,352	100-8224131	31,352
	100-823-4161	6,480	100-8224161	6,480
	100-823-4133	1,906	100-8224133	1,906
	100-823-4135	6,487	100-8224135	6,487

Explain the reason for the budget change:

Background: Amendments to the Classification Plan are periodically required to account for organizational changes, increased job responsibilities or equity adjustments to salary ranges. At the request of the Fire Marshal and Interim Fire Chief, an analysis of the current job duties of one Hazardous Materials Inspector was conducted by Human Resources to determine whether a title change would accurately identify the tasks and responsibilities to that of a Fire Prevention Inspector in the Fire Prevention Division.

Due to the reduction of force and retirements within the last twelve months in the Fire Prevention Division, cross training has occurred and the incumbent has been conducting Fire Life-Safety inspections since June 4, 2007. The re-titling of this position allows the Division to realign itself to reflect the workload volume and maintain the minimum personnel resources to provide Fire Prevention services needed by the community.

Both positions are current International Association of Fire Fighters (IAFF) classifications and there will be no change in salary as the base salary of the two positions are the same.

Recommendations:

1. Adopt a resolution amending the City of Milpitas Classification Plan to re-title one Hazardous Materials Inspector in the Fire Prevention Division to a Fire Prevention Inspector.
2. Approve the budget change form transferring funding from the Hazardous Materials function to the Inspection and Investigation function.

Check if City Council Approval required.

Meeting Date: August 17, 2010

Itemization of funds, if needed:	Amount

Requested by:	Division Head:	Date:
	Department Head: <i>[Signature]</i>	Date: 8/9/10
Reviewed by:	Finance Director: <i>[Signature]</i>	Date: 8/9/10
Approved by:	City Manager:	Date:

Date approved by City Council, if required:	Confirmed by:
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