

RESOLUTION NO. 2024-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA ANA TO AMEND THE CURRENT FISCAL YEAR 2023-2024 ANNUAL BUDGET TO ADJUST FULL-TIME POSITIONS IN THE CITY CLERK'S OFFICE, COMMUNITY DEVELOPMENT AGENCY, LIBRARY SERVICES, PARKS, RECREATION & COMMUNITY SERVICES AGENCY, AND PUBLIC WORKS AGENCY, INCLUDING ADDITIONS AND/OR REALLOCATIONS.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTA ANA AS FOLLOWS:

Section 1: The City Council hereby finds, determines, and declares as follows:

- A. On June 20, 2023, the City Council passed and adopted Ordinance No. NS-3043, establishing the City's Budget for Fiscal Year 2023-2024 and authorizing position allocations for Fiscal Year 2023-2024. The Ordinance also sets forth the requirement that alterations in the allocation of authorized positions be reviewed and approved by the City Council.
- B. On September 19, 2023, the City Council approved an appropriation adjustment to carryover unspent amounts from Fiscal Year 2022-2023 to Fiscal Year 2023-2024.
- C. On October 17, 2023, the City Council passed Resolution No. 2023-067, amending the Fiscal Year 2023-2024 budget by adding three full-time positions.
- D. The City Clerk requests to amend the Fiscal Year 2023-2024 budget to add the following full-time positions: two (2) Senior Office Assistants and the deletion of the following positions: two (2) Office Specialists.
- E. The Executive Director of the Community Development Agency requests to amend the Fiscal Year 2023-2024 budget to add the following full-time position: one (1) Executive Secretary and the deletion of the following position: one (1) Community Development Commission Secretary.
- F. The Director of Library Services requests to amend the Fiscal Year 2023-2024 budget to add one (1) full-time Library Services Assistant position.
- G. The Executive Director of the Parks, Recreation & Community Services Agency requests to amend the Fiscal Year 2023-24 budget to add one (1) full-time Recreation Leader- Aquatics position.

- H. The Executive Director of the Public Works Agency requests to amend the Fiscal Year 2023-2024 budget to add the following full-time positions: one (1) Management Aide, one (1) Civil Engineer, and one (1) Office Assistant, and the deletion of the following full-time positions: one (1) Senior Office Assistant and one (1) Associate Engineer.
- I. It is now desired to amend the Fiscal Year 2023-2024 budget, as amended in order to effect this change, as shown below.

Section 2: The City's Annual budget for Fiscal Year 2023-2024, as amended, is hereby further amended to reallocate the following positions in the City Clerk's Office at the monthly seven-step salary range as indicated:

7-Step Salary Range Effective February 25, 2024

<u>Classification Title</u>	<u>Number of Positions Added</u>	<u>MIN</u>	<u>MAX</u>
Office Specialist	-2	\$3,223	\$4,320
Senior Office Assistant	2	\$4,114	\$5,517

Section 3: The City's Annual budget for Fiscal Year 2023-2024, as amended, is hereby further amended to reallocate the following position in the Community Development Agency at the monthly seven-step range and six-step range as indicated:

7- Step Salary Range Effective February 25, 2024

<u>Classification Title</u>	<u>Number of Positions Added</u>	<u>MIN</u>	<u>MAX</u>
Community Development Commission Secretary	-1	\$4,513	\$6,052

6-Step Salary Range Effective February 25, 2024

<u>Classification Title</u>	<u>Number of Positions Added</u>	<u>MIN</u>	<u>MAX</u>
Executive Secretary	1	\$5,483	\$7,004

Section 4: The City's Annual budget for Fiscal Year 2023-2024, as amended, is hereby further amended to add the following position in Library Services at the monthly seven-step range as indicated:

7-Step Salary Range Effective February 25, 2024

<u>Classification Title</u>	<u>Number of Positions Added</u>	<u>MIN</u>	<u>MAX</u>
Library Services Assistant	1	\$3,606	\$4,835

Section 5: The City's Annual budget for Fiscal Year 2023-2024, as amended, is hereby further amended to add the following position in the Parks, Recreation & Community Services Agency at the monthly seven-step range as indicated:

7-Step Salary Range Effective February 25, 2024

<u>Classification Title</u>	<u>Number of Positions Added</u>	<u>MIN</u>	<u>MAX</u>
Recreation Leader	1	\$3,401	\$4,559

Section 6: The City's Annual budget for Fiscal Year 2023-2024, as amended, is hereby further amended to reallocate the following positions in the Public Works Agency at the monthly six-step range and seven-step range as indicated:

6-Step Salary Range Effective February 25, 2024

<u>Classification Title</u>	<u>Number of Positions Added</u>	<u>MIN</u>	<u>MAX</u>
Management Aide	1	\$6,110	\$7,799

7-Step Salary Range Effective February 25, 2024

<u>Classification Title</u>	<u>Number of Positions Added</u>	<u>MIN</u>	<u>MAX</u>
Senior Office Assistant	-1	\$4,114	\$5,517
Associate Engineer	-1	\$8,770	\$11,753
Civil Engineer	1	\$9,436	\$12,653
Office Assistant	1	\$3,639	\$4,883

Section 7: That except as amended by this resolution, all other provisions of the Annual Budget for the Fiscal Year 2023-2024, as amended, shall remain in full force and effect.

Section 8: This Resolution is effective February 25, 2024, which is the start date of the first full pay period after adoption of this resolution.

ADOPTED this 20th day of February 2024.

Valerie Amezcua
Mayor

APPROVED AS TO FORM:

Sonia R. Carvalho

City Attorney

By: Laura A. Rossini

Laura A. Rossini

Chief Assistant City Attorney

AYES: Councilmembers _____

NOES: Councilmembers _____

ABSTAIN: Councilmembers _____

NOT PRESENT: Councilmembers _____

CERTIFICATE OF ATTESTATION AND ORIGINALITY

I, City Clerk, do hereby attest to and certify the attached Resolution No. 2024-XXX to be the original Resolution adopted by the City Council of the City of Santa Ana on February 20, 2024.

Date: _____

Jennifer L. Hall

City Clerk

City of Santa Ana