

# STAFF REPORT

## *City Council Consent Item*

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**DATE:** August 23, 2024

**TO:** Honorable Mayor and Council Members

**FROM:** Brendan Byrd, Public Works Director/City Engineer

**THROUGH:** Amy Nilsen, Interim City Manager

**SUBJECT:** Recommendation for Hiring Engineering Tech II Candidate at up to Step Four (4)

**STAFF RECOMMENDATION:**

Receive staff report and consider the Public Works Director's recommendation to hire an Engineering Technician II candidate at up to step four of the FY 2024-25 full-time pay rate schedule.

**EXECUTIVE SUMMARY:**

For the fiscal year 2024-25 budget, Public Works staff proposed a change to the engineering division organizational chart, modifying the previous Assistant Engineer job classification to an Engineer Tech II position. This change was proposed because the City was unable to successfully backfill the existing Assistant Engineer position (which was previously budgeted and is a mid-level engineering position), receiving mostly entry level or non-qualified applications. The Council approved the reclassification of the position in June 2024 as part of the adoption of the budget. After approval of the reclassification, staff recruited for the Engineering Technician II position, and completed interviews the week of August 19<sup>th</sup>.

The candidate selected that staff intend to offer the position to is Ryan Fraga, the City's previous Assistant Engineer, who vacated the position for personal reasons in September of 2023. Although the position has been reclassified to a lower-level engineering position, Ryan is interested in returning to the City in this role. Ryan has approximately 5-years of post-graduate engineering experience, a degree in mechanical engineering from Chico State, and performed well in his previous time as the Assistant Engineer for Fortuna. Recognizing that his qualifications are higher than the typical applicant for a Technician position, staff would like the ability of offer Ryan a starting salary of up to step four on the position's salary scale, which would be commensurate with his current experience and his previous salary and expectations as an Assistant Engineer. Per Section 10.3 of the City's Personnel Rules and Regulations, an initial salary appointment at anything higher than step 2 of a salary scale requires City Council approval, and therefore staff are seeking from the Council concurrence with the proposed approach.

**FISCAL IMPACT:**

This position is fully budgeted in the fiscal year 24-25 budget, and therefore there is no new budget impact as a result of hiring at the proposed step. A copy of the fiscal year 2024-25 pay rate schedule is included as an attachment, which the Engineering Technician position highlighted.

**RECOMMENDED COUNCIL ACTION:**

Approve staff's ability to offer a starting salary of up-to step four to the Engineering Technician II position's selected candidate. Consent Agenda Vote.

**ATTACHMENTS:**

*FY 2024-25 Full-time Pay Rate Schedule, City of Fortuna*