

Resolution No. 2022-XXX N.C.S.  
of the City of Petaluma, California

**AMENDING THE CLASSIFICATION AND COMPENSATION PLAN BY REVISING THE CLASSIFICATION SPECIFICATION FOR UTILITY SYSTEM OPERATOR, AUTHORIZING THE POSITION ALLOCATION OF ONE UTILITY SYSTEM OPERATOR, AND ELIMINATING THE POSITION ALLOCATION OF ONE UTILITY TECHNICIAN AND FINDING THIS ACTION IS NOT A “PROJECT” PURSUANT TO CEQA GUIDELINES SECTION 15378(B)(5)**

**WHEREAS**, Petaluma Municipal Code Section 3.04.020.D authorizes the City Manager as the City’s Personnel Officer to prepare or cause to be prepared a position classification plan, including class specifications and revisions of the plan; and

**WHEREAS**, the City wishes to keep its Classification and Compensation Plan current, and in accordance with Petaluma Municipal Code Section 3.04.020, amendments or revisions to the Classification and Compensation Plan are effective upon approval by the City Council; and

**WHEREAS**, the revision of the Utility System Operator classification specification and authorization of another Utility System Operator position allocation will address immediate organizational and operational needs and assist the Operations Division in establishing much needed redundancy and resiliency in operations staffing; and

**WHEREAS**, the City Manager, acting as the Personnel Officer, has determined the results of the proposed change align with the duties and responsibilities of existing workloads and City needs; and

**WHEREAS**, the City Manager, acting as the Personnel Officer, has determined that certain duties and responsibilities are appropriately allocated to the classification of Utility System Operator (as attached in Exhibit A); and

**WHEREAS**, the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378(b)(4), in that, approving this action does not meet CEQA’s definition of a “project,” because the action does not have the potential for resulting either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because this is a personnel-related action that constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Petaluma as follows:

1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
2. Finds that the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378(b)(4), in that approving this action does not meet CEQA’s definition of a “project,” because the action does not have the potential for resulting either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because this is a personnel-related action that constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

3. Approves the amendment to the Classification and Compensation Plan as written in this Resolution, including the revision of the Utility System Operator classification specification as attached and incorporated as Exhibit A.
4. Authorizes the position allocation of one Utility System Operator.
5. Eliminates the position allocation of one Utility Technician.

Under the power and authority conferred upon this Council by the Charter of said City.

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**REFERENCE:**

I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 19<sup>th</sup> day of December 2022, by the following vote:

Approved as to  
form:

\_\_\_\_\_  
City Attorney

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**ATTEST:**

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor