



Agenda Report

Fullerton City Council

MEETING DATE: MAY 20, 2025

TO: CITY COUNCIL / SUCCESSOR AGENCY

SUBMITTED BY: EDDIE MANFRO, DIRECTOR OF HUMAN RESOURCES

PREPARED BY: LAURA GIANNETTI-MERCER, HUMAN RESOURCES
MANAGER II

SUBJECT: CLASSIFICATION PLAN UPDATE FOR PUBLIC WORKS
EQUIPMENT DIVISION POSITIONS

SUMMARY

Proposed City of Fullerton personnel classification plan amendment to revise Mechanic Series, Mechanic III, Equipment Mechanic Lead Worker, Equipment Supervisor and Equipment Superintendent classifications.

PROPOSED MOTION

Adopt Resolution No. 2025-XXX.

RESOLUTION NO. 2025-XXX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, UPDATING AND DELETING CERTAIN CLASSIFICATION SPECIFICATIONS IN THE PERSONNEL CLASSIFICATION PLAN AND AMENDING RESOLUTION NO. 2023-052 (FULLERTON MUNICIPAL EMPLOYEES FEDERATION) APPENDIX A1 AND RESOLUTION 2023-053 (FULLERTON MANAGEMENT ASSOCIATION) APPENDIX A1

ALTERNATIVE OPTIONS

- Approve the Proposed Motion
- Do not approve the Proposed Motion
- Other options brought by City Council.

STAFF RECOMMENDATION

Staff recommends the Proposed Motion.

CITY MANAGER REMARKS

The City Manager recommends the updated classification plan amendment.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Fiscal and Organizational Stability.

FISCAL IMPACT

This item generates no fiscal impact.

BACKGROUND AND DISCUSSION

Mechanic I, Mechanic II and Mechanic III

The Mechanic I and Mechanic II classifications belong to a series last updated in 2001. Mechanic III is an independent classification last updated in 2018. This item proposes combining the three classifications into one series. Staff also recommends the following to better align the qualification guidelines with industry standards and support recruitment efforts:

- Reducing the years of experience for Mechanic II from five years to three years
- Reducing the years of experience for Mechanic III from five years to four years
- Adding language reflecting work performed on electric and alternative fuel vehicles
- Deleting Smog Inspector License requirement from Mechanic III as the City will add this requirement to the lead position.

Staff added language to facilitate progression within the Mechanic series and allow the Public Works Department to move staff from Mechanic I to Mechanic II to Mechanic III commensurate with experience, knowledge and work performed which gives the Department flexibility to efficiently move employees within the series without a recruitment.

Staff does not propose salary changes and this item has no fiscal impact.

Equipment Mechanic Lead Worker

The City last revised this classification in 2001. Revisions include updated language to reflect industry changes pertaining to electric and alternative fuel vehicles along with revisions to align the level of experience with the Mechanic III position and a requirement to obtain a Smog Inspector License with six months of appointment. Until recently, the former Equipment Superintendent was the only Equipment Division employee who possessed this license. Requiring the license at the lead worker level is more appropriate given the duties performed and provides for more efficiencies. Staff also proposes a title change to Fleet Lead Worker.

Staff does not propose salary changes and this item has no fiscal impact.

Equipment Supervisor and Equipment Superintendent

The City last revised these classifications in 2007. Revisions address outdated language as well as title changes to Fleet Supervisor and Fleet Manager which should

facilitate recruitments with titles more aligned with industry standards. In addition, the manager title provides internal alignment with other titles at this level.

Staff does not propose salary changes and this item has no fiscal impact.

Attachments:

- Attachment 1 – Draft Resolution No 2025-XXX
- Attachment 2 – Mechanic Series Redline Draft
- Attachment 3 – Fleet Lead Worker Redline Draft
- Attachment 4 – Fleet Supervisor Redline Draft
- Attachment 5 – Fleet Manager Redline Draft

cc: City Manager Eric J. Levitt