



# *Resolution*

NO. 2316

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING THE 2023-2024 CLASSIFICATION AND SALARY STRUCTURES TO CREATE SIX (6) NEW CLASSIFICATIONS, AND CHANGE/AMEND FOUR (4) CLASSIFICATIONS; SUPERSEDING ANY CONFLICTING PROVISIONS OF EXISTING REGULATIONS OR POLICIES; AND PROVIDING FOR SEVERABILITY.**

**WHEREAS**, City Council has established the positions of the classification and salary structures of the City of San Luis; and

**WHEREAS**, during the current fiscal year 2023-2024, the needs of the city have expanded to require additional classifications or expanded responsibilities; and

**WHEREAS**, City staff conducted a restructure of some departments as a result of evaluation of City's needs due to growth of the City; and

**WHEREAS**, Human Resources analyzed Job Descriptions, researched the structures for similar cities and developed appropriate classification and pay grades for the positions.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and City Council of the City of San Luis, State of Arizona, as follows:

**Section 1:** The following positions' job descriptions and their respective salary ranges, on file in the Human Resources Department, are **created**:

<u>Classification</u>	<u>Department</u>	<u>Pay Grade</u>
1. Accreditation & Compliance Coordinator	Police Department	200
2. Building Maintenance Lead	PW, Facilities Division	109
3. Engineer Technician - Senior	PW, Engineering Division	202
4. Heavy Equipment Operator – Senior	PW, Highway Users Division	109
5. Human Resources Generalist	Human Resources	201
6. Supervisor, IT Support	Information Technology	204

The following existing Classifications, Pay Grades, and the respective salary ranges, on file in the Human Resources Department, are **amended**:

<u>Current Department</u>	<u>Current Classification</u>	<u>Current Grade</u>	<u>Proposed Classification</u>	<u>Proposed Pay Grade</u>
1. Administration	Operations Coord.	202	Admin. Services Manager	204
2. Administration	Video Prod. & Operations Spec.	109	Multimedia Prod. & Operations Spec.	202
3. Human Resources	Human Resources Technician	107	Human Resources Assistant	N/A
4. Parks – Senior Center	Senior Services Assistant/Driver	109	Senior Services Coordinator	N/A

**Section 2:** The Classification and Salary Structures of the City of San Luis are amended to reflect the addition/deletion/changes of the positions and corresponding salary ranges for said positions, as stated in Section 1. Exhibit 2 is incorporated into this resolution as if written in full here. Exhibit 2 outlines the changes in the Organizational Structure in both alphabetical order by Classification and numerical order by Pay Grade.

**Section 3:** If a conflict arises between the provisions of this resolution and any other ordinance, resolution, regulation, or policy of the City of San Luis, the conflicting provisions are amended, superseded, and replaced, and this resolution shall govern.

**Section 4:** If any section, subsection, sentence, clause phrase, or a portion of this resolution is held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this resolution.

**PASSED, RATIFIED, APPROVED AND ADOPTED** by the Mayor and City Council of the City of San Luis, Arizona, this \_\_\_\_\_ day of June 2024.

\_\_\_\_\_  
Nieves Riedel, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

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Sonia Cornelio, City Clerk

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Kay Marion Macuil, City Attorney