



Memorandum

TO: Civil Service Commission

FROM: Jennifer Schembri

**SUBJECT: AMENDMENTS TO THE
CLASSIFICATION PLAN**

DATE: August 27, 2024

Section 3.04.520 of the Civil Service Rules states that when the Director of Human Resources revises or amends the City’s classification plan, he/she shall file a written copy of each revision with the Commission at or before the next regular meeting of the Commission. The following are revisions to the classification plan that have been made since the last meeting of the Commission.


1. Revisions of Class Specifications

- a. Crime and Intelligence Data Technician (1199)
- b. Wastewater Facility Principal Engineer (3838)

2. Reallocations

The following reallocation is the result of a significant change to the position’s responsibilities.

Position#	From (Current Class)	To (New Class)	Department
00020304	Principal Engineer/Architect (3820)	Wastewater Facility Principal Engineer (3838)	Environmental Services


Jennifer Schembri
Deputy City Manager

Attachments:

- Crime and Intelligence Data Technician Class Specification
- Wastewater Facility Principal Engineer Class Specification