

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME AUTHORIZING NEW JOB CLASSIFICATIONS AND APPROVING THE REVISION TO THE CITY OF BURLINGAME SALARY SCHEDULE

WHEREAS, under the City of Burlingame Civil Service Rules, adopted pursuant to Municipal Code Section 3.52.030, the City Council is the final authority for approving the classification and compensation plan; and

WHEREAS, the proposed changes to the classification plan are as detailed below:

- Adoption of the new Building Division Supervisor job classification; and
- Adoption of the new Deputy City Manager job classification; and
- Adoption of the new Geographic Information Systems Coordinator job classification; and
- Adoption of the new Information Technology Manager job classification; and

WHEREAS, the basis for the new job classifications was fully detailed in the budget staff report for the May 21, 2025, Budget Study Session; and

WHEREAS, the proposed position adjustments, including the new job classifications, were approved in the adoption of the Fiscal Year 2025-2026 Budget on June 16, 2025, pursuant to Resolution No. 067-2025; and

WHEREAS, the bargaining units representing the impacted classifications have reviewed the proposed changes and have not brought forth any objections or concerns; and

WHEREAS, the City of Burlingame Salary Schedule has been revised in accordance with these actions.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Burlingame finds, orders, and declares that:

1. The Council approves the new Building Division Supervisor job classification to be added to the Burlingame Association of Middle Managers Unit; and
2. The Council approves the new Deputy City Manager job classification to be added to the Compensation and Benefit Plan for the City of Burlingame Department Head & Unrepresented Classifications; and
3. The Council approves the new Geographic Information Systems Coordinator job classification to be added to the AFSCME Local 829 Administrative Unit; and
4. The Council approves the new Information Technology Manager job classification to be added to the Compensation and Benefit Plan for the City of Burlingame Department Head & Unrepresented Classifications; and
5. The Council authorizes and adopts the revised City of Burlingame Salary Schedule, attached as Exhibit A.

Peter Stevenson, Mayor

I, Meaghan Hassel Shearer, City Clerk of the City of Burlingame, certify that the foregoing resolution was introduced at a regular meeting of the City Council held on the 7th day of July 2025, and was adopted thereafter by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

Meaghan Hassel Shearer, City Clerk