

**CITY OF SAN MATEO
RESOLUTION NO. __ (2025)**

**APPROVING THE CLASSIFICATION UPDATES IN THE POLICE DEPARTMENT AND PARKS AND RECREATION
DEPARTMENT**

WHEREAS, pursuant to the San Mateo Municipal Code Section 2.57.030(d), approval of new classifications and related job specifications, salary schedules, compensation changes, elimination or reinstatement of positions, reallocation of positions, reclassifications, and revisions of job specifications must be approved by City Council Resolution; and

WHEREAS, the proposed changes as detailed below are in response to the departments' requests for classification updates to meet their staffing needs, increase program efficiency, improve staff retention, promote advancement, provide mentorship and cross-training opportunities, and to reflect the scope of the duties and responsibilities of the positions more accurately.

WHEREAS, the proposed job specifications for the classifications of the Police Digital Forensic Analyst and the Landscape Maintenance Worker I/II and Laborer are attached hereto as Exhibit A and B respectively; the proposed salary range for the classification of Police Digital Forensic Analyst is attached hereto as Exhibit C; and

WHEREAS, the employee associations representing the impacted classifications have been informed of the classification updates and have not brought forth any objections or concerns.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES that:

1. The classification updates are not subject to California Environmental Quality Act (CEQA Guidelines Section 15061(b)(3)) because it can be seen with certainty that they will not cause a physical change in the environment.
2. The job specifications for the classifications of Police Digital Forensic Analyst and Landscape Maintenance Worker I/II and Laborer attached hereto as Exhibit A and B are approved.
3. The salary range for the classification of Police Digital Forensic Analyst attached hereto as Exhibit C is approved.