RESOLUTION NO. 4014-25

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR EXTENDING BENEFITS FOR UNREPRESENTED EXECUTIVE MANAGEMENT AND CONFIDENTIAL EMPLOYEES

WHEREAS, pursuant to the Town of Windsor's Employees Relations Resolution ("EERR"), the former Town Manager determined appropriate units composed of employee job classifications; and

WHEREAS, the former Town Manager has designated job classifications as Executive Management and Confidential, which classifications are not currently represented by labor organizations; and

WHEREAS, the Executive Management and Confidential job classifications are designated as follows:

Executive Management:	Administrative Services Director Community Development Director Economic Development Manager Human Resources Director Parks and Recreation Director Public Works Director/Town Engineer Town Clerk
Confidential:	Human Resources Manager Human Resources Systems and Programs Analyst Human Resources Specialist; and

WHEREAS, Executive Management, Human Resources Manager, and Human Resources Systems and Programs Analyst receive the same economic benefits and pay adjustments as specified in the memorandum of understanding ("MOU") between the Town of Windsor and Town of Windsor Management Employees Group ("MEG"); and

WHEREAS, Confidential job classification designated as Human Resources Specialist receive the same economic benefits and pay adjustments specified in the MOU between the Town of Windsor and Teamsters Local No. 856 – Windsor Employees Association ("WEA"); and

WHEREAS, Executive Management job classifications receive a $500 monthly automobile allowance for personal automobile use for Town-related business travel; and

WHEREAS, Human Resources job classifications receive a confidential pay incentive each pay period equal to five (5) percent of base pay.

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of Windsor does hereby:

1. Extend benefits for Executive Management and Confidential Employees, as set forth above, through June 30, 2028.

2. Ratify the listing of authorized positions as depicted in the attached Exhibit A.

3. Allow the change to be effective at the start of the next full pay period, March 23, 2025.

PASSED, APPROVED AND ADOPTED this 16th day of April 2025, by the following vote:

AYES: **COUNCILMEMBERS LEEP, WALL**
VICE MAYOR POTTER AND MAYOR REYNOZA
NOES: **COUNCILMEMBER SALMON**
ABSTAIN: **NONE**
ABSENT: **NONE**

Rosa Reynoza
ROSA REYNOZA, MAYOR

ATTEST:

SOMMER HAGEMAN, DEPUTY TOWN CLERK

Attachments:

- **Exhibit A** - Position Authorization FY2024-25

STAFF NOTE
Add attachment

Exhibit A

Department/Classification	Number Authorized	Group	Monthly Salary Range
Town Manager's Office			
Town Manager	1	Contract	$ 18,000 - $ 22,500
Assistant Town Manager	1	Executive Management	$ 14,908 - $ 18,619
Economic Development Manager	1	Executive Management	$ 10,595 - $ 13,231
Town Clerk/Public Information Officer	1	Executive Management	$ 10,595 - $ 13,231
Government Operations Manager	1	Management Employees Group	$ 9,610 - $ 12,001
Senior Management Analyst	2	Management Employees Group	$ 8,716 - $ 10,886
Deputy Town Clerk	1	Professionals & Supervisory	$ 6,663 - $ 8,323
Senior Administrative Assistant	1	Teamsters Local No. 856	$ 5,756 - $ 7,188
Administrative Services			
Administrative Services Director	1	Executive Management	$ 12,878 - $ 16,083
Finance Manager	1	Management Employees Group	$ 9,152 - $ 11,430
Revenue Manager	1	Management Employees Group	$ 9,152 - $ 11,430
Accounting Manager	1	Management Employees Group	$ 9,152 - $ 11,430
Senior Management Analyst	1	Management Employees Group	$ 8,716 - $ 10,886
Accountant	2	Professionals & Supervisory	$ 7,171 - $ 8,955
Senior Accounting Technician	1	Teamsters Local No. 856	$ 6,663 - $ 8,323
Accounting Technician I/II	3	Teamsters Local No. 856	$ 5,756 - $ 7,188
		Teamsters Local No. 856	$ 6,194 - $ 7,737
Accounting Assistant	2	Teamsters Local No. 856	$ 5,220 - $ 6,519
Community Development			
Community Development Director	1	Executive Management	$ 13,192 - $ 16,475
Building Official	1	Management Employees Group	$ 9,845 - $ 12,295
Planning Manager	1	Management Employees Group	$ 9,845 - $ 12,295
Senior Building Inspector	1	Teamsters Local No. 856	$ 8,099 - $ 10,113
		Management Employees Group	$ 8,504 - $ 10,621
Planner I/II/III	4	Teamsters Local No. 856	$ 7,347 - $ 9,174
		Teamsters Local No. 856	$ 6,344 - $ 7,923
Permit Supervisor	1	Professionals & Supervisory	$ 7,171 - $ 8,955
Permit Technician I/II	1	Teamsters Local No. 856	$ 6,194 $ 7,737
		Teamsters Local No. 856	$ 5,756 $ 7,188
Senior Administrative Assistant	1	Teamsters Local No. 856	$ 5,756 - $ 7,188
Human Resources			
Human Resources Director	1	Executive Management	$ 12,878 - $ 16,083
Human Resources Manager	1	Confidential	$ 9,152 - $ 11,430
Human Resources Systems/Programs Analyst	1	Confidential	$ 7,529 - $ 9,404
Human Resource Specialist	2	Confidential	$ 5,900 - $ 7,367
Parks & Recreation			
Parks & Recreation Director	1	Executive Management	$ 13,192 - $ 16,475
Recreation Division Manager	1	Management Employees Group	$ 9,152 - $ 11,430
Parks & Facilities Superintendent	1	Management Employees Group	$ 8,716 - $ 10,886
Management Analyst	1	Management Employees Group	$ 7,907 - $ 9,874
Recreation Program Supervisor	3	Management Employees Group	$ 7,529 - $ 9,404
Parks Maintenance Supervisor	1	Professionals & Supervisory	$ 7,171 - $ 8,955
Senior Maintenance Worker	2	Teamsters Local No. 856	$ 5,900 - $ 7,367
Recreation Program Coordinator	4	Teamsters Local No. 856	$ 5,756 - $ 7,188
Senior Administrative Assistant	2	Teamsters Local No. 856	$ 5,756 - $ 7,188
Maintenance Worker I/II	10	Teamsters Local No. 856	$ 5,351 - $ 6,682
		Teamsters Local No. 856	$ 4,852 - $ 6,061

Public Works

Public Works Director	1	Executive Management	$ 13,852	- $	17,299
Deputy Director of Engineering	1	Management Employees Group	$ 11,396	- $	14,233
Deputy Director of Operations	1	Management Employees Group	$ 11,124	- $	13,894
Deputy Director of Water & Environmental Management	1	Management Employees Group	$ 10,595	- $	13,231
Senior Civil Engineer	3	Management Employees Group	$ 9,610	- $	12,001
Wastewater Treatment Superintendent	1	Management Employees Group	$ 9,376	- $	11,710
Associate Civil Engineer	1	Management Employees Group	$ 8,716	- $	10,886
Project Manager	1	Management Employees Group	$ 8,716	- $	10,886
Environmental Program Manager	3	Management Employees Group	$ 8,301	- $	10,368
Sustainability Coordinator	1	Management Employees Group	$ 8,301	- $	10,368
		Teamsters Local No. 856	$ 7,907	- $	9,873
Engineer I/II/III	3	Teamsters Local No. 856	$ 7,171	- $	8,955
		Teamsters Local No. 856	$ 6,504	- $	8,123
Collection and Reclamation Systems Supervisor	1	Professionals & Supervisory	$ 7,907	- $	9,873
Water Systems Supervisor	1	Professionals & Supervisory	$ 7,907	- $	9,873
Laboratory Supervisor	1	Professionals & Supervisory	$ 7,713	- $	9,635
Senior/Public Works Inspector	1	Teamsters Local No. 856	$ 7,713	- $	9,635
		Teamsters Local No. 856	$ 7,171	- $	8,955
Streets Maintenance Supervisor	1	Professionals & Supervisory	$ 7,171	- $	8,955
		Teamsters Local No. 856	$ 7,171	- $	8,955
Wastewater System Operator I/II/III	6	Teamsters Local No. 856	$ 6,504	- $	8,123
		Teamsters Local No. 856	$ 5,756	- $	7,188
Environmental Analyst I/II	1	Teamsters Local No. 856	$ 7,171	- $	8,955
		Teamsters Local No. 856	$ 6,344	- $	7,923
Senior Water System Operator	2	Teamsters Local No. 856	$ 6,504	- $	8,123
Laboratory Analyst I/II	1	Teamsters Local No. 856	$ 6,504	- $	8,123
		Teamsters Local No. 856	$ 5,756	- $	7,188
Utility Maintenance Mechanic	1	Teamsters Local No. 856	$ 6,504	- $	8,123
Public Works Analyst	1	Teamsters Local No. 856	$ 6,504	- $	8,123
Engineering Technician	2	Teamsters Local No. 856	$ 6,194	- $	7,737
Engineering Technician (Limited Term)	1	Teamsters Local No. 856	$ 6,194	- $	7,737
Senior Utility Maintenance Worker	2	Teamsters Local No. 856	$ 6,194	- $	7,737
Senior Maintenance Worker	1	Teamsters Local No. 856	$ 5,900	- $	7,367
Water Systems Operator I/II	5	Teamsters Local No. 856	$ 5,900	- $	7,367
		Teamsters Local No. 856	$ 5,351	- $	6,682
Utility Maintenance Worker I/II	5	Teamsters Local No. 856	$ 5,617	- $	7,018
		Teamsters Local No. 856	$ 5,094	- $	6,364
Maintenance Worker I/II	5	Teamsters Local No. 856	$ 5,351	- $	6,682
		Teamsters Local No. 856	$ 4,852	- $	6,061
Administrative Assistant	2	Teamsters Local No. 856	$ 5,220	- $	6,519

Total Full-Time 121