



COUNTY OF HUMBOLDT

For the meeting of: 3/24/2026

File #: 26-30

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent - Received Too Late For Review (TLFR)

Vote Requirement: Majority

SUBJECT:

Public Works Department Classification and Compensation Modifications and Adoption of the Compensation Schedule

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the below new classifications into the classification system effective the pay period following board approval:
 - Environmental Program Manager (classification # 0273, bargaining unit 008, salary range 521)
 - Environmental Specialist (classification # 0274, bargaining unit 001, salary range 451)
 - Environmental Coordinator (classification # 0275, bargaining unit 001, salary range 471)
 - Environmental Project Manager (classification # 0277, bargaining unit 001, salary range 491);
2. Approve the following reallocations effective the pay period following board approval:
 - 1.0 full time equivalent (FTE) Environmental Permitting and Compliance Manager position (classification # 0341, position # 01, salary range 500) in Budget Unit 331, to 1.0 FTE Environmental Program Manager (classification # 0273, position # 01, salary range 521) in Budget Unit 331
 - 1.0 full time equivalent (FTE) Natural Resources Planning Manager position (classification # 0309, position # 01, salary range 492) in Budget Unit 289, to 1.0 FTE Environmental Program Manager (classification # 0273, position # 01, salary range 521) in Budget Unit 289
 - 2.0 full time equivalent (FTE) Senior Environmental Analyst positions (classification # 0520, position # 01 and 02, salary range 457) in Budget Unit 289, to 2.0 FTE Environmental Project Manager positions (classification # 0277, position # 01 and 02, salary range 491) in Budget Unit 289
 - 2.0 full time equivalent (FTE) Senior Environmental Analyst positions (classification # 0520, position # 01 and 02, salary range 457) in Budget Unit 251, to 2.0 FTE Environmental Project Manager (classification # 0277, position # 01 and 02, salary range 491) in Budget Unit 251
 - 1.0 full time equivalent (FTE) Senior Environmental Analyst position (classification # 0520, position # 01, salary range 457) in Budget Unit 331, to 1.0 FTE Environmental Coordinator (classification # 0275, position # 01, salary range 471) in Budget Unit 331
 - 1.0 full time equivalent (FTE) Senior Environmental Analyst position (classification # 0520, position # 03, salary range 457) in Budget Unit 251, to 1.0 FTE Environmental Coordinator (classification # 0275, position # 01, salary range 471) in Budget Unit 251
 - 1.0 full time equivalent (FTE) Environmental Analyst position (classification # 0208, position # 03, salary range 425) in Budget Unit 289, to 1.0 FTE Environmental Coordinator (classification # 0275, position # 01, salary range 471) in Budget Unit 289
 - 1.0 full time equivalent (FTE) Environmental Analyst position (classification # 0208, position # 03, salary range 425) in Budget Unit 289, to 1.0 FTE Environmental Specialist (classification # 0274, position # 01, salary range 451) in

Budget Unit 289;

3. Approve the reclassification and step hour reset for the following employees effective the pay period following board approval:
 - Reclassify Andrew Bundschuh from a 1.0 full time equivalent (FTE) Environmental Permitting and Compliance Manager (classification # 0341, position # 01, salary range 500) in Budget Unit 331, to a 1.0 FTE Environmental Program Manager (classification # 0273, position # 01, salary range 521) in Budget Unit 331
 - Reclassify Cybelle Immitt from a 1.0 full time equivalent (FTE) Natural Resources Planning Manager (classification # 0309, position # 01, salary range 492) in Budget Unit 289, to a 1.0 FTE Environmental Program Manager (classification # 0273, position # 01, salary range 521) in Budget Unit 289
 - Reclassify Denise Longueira-Monday and Serena Kuczmariski from 1.0 full time equivalent (FTE) Senior Environmental Analysts (classification # 0520, position # 01 and 02, salary range 457) in Budget Unit 289, to 1.0 FTE Environmental Project Managers (classification # 0277, position # 01 and 02, salary range 491) in Budget Unit 289
 - Reclassify Danith Davis from a 1.0 full time equivalent (FTE) Senior Environmental Analyst (classification # 0520, position # 02, salary range 457) in Budget Unit 251, to a 1.0 FTE Environmental Project Manager (classification # 0277, position # 01, salary range 491) in Budget Unit 251
 - Reclassify Mackenzie McNemar from a 1.0 full time equivalent (FTE) Senior Environmental Analyst (classification # 0520, position # 01, salary range 457) in Budget Unit 331, to a 1.0 FTE Environmental Coordinator (classification # 0275, position # 01, salary range 471) in Budget Unit 331
 - Reclassify Lauren Rowan from a 1.0 full time equivalent (FTE) Environmental Analyst (classification # 0208, position # 01, salary range 425) in Budget Unit 289, to a 1.0 FTE Environmental Specialist (classification # 0274, position # 01, salary range 451) in Budget Unit 289;
4. Adopt the following amended classification specifications into the classification system effective the pay period following board approval:
 - Road Maintenance Worker I/II (classification # 0238A/B)
 - Traffic Control Maintenance Worker (classification # 0220)
 - Road Maintenance Supervisor (classification # 0204)
 - Tire Repair Specialist (classification # 0236)
 - Parts Storekeeper (classification # 0249)
 - Heavy Equipment Technician I/II (classification # 0224A/B)
 - Engineering Aide (classification # 0324)
 - Engineering Technician I/II (classification # 0322A/B)
 - Materials Testing Technician I/II (classification # 0312A/B)
 - Assistant Engineer I/II (classification # 0306A/B)
 - Assistant Materials Testing Engineer (classification # 0342)
 - Associate Civil Engineer (classification # 0304)
 - Deputy Public Works Director - Environmental Services (classification # 0307);
5. Adopt the following retitled and updated classifications into the classification system effective the pay period following board approval:
 - Automotive Mechanic I/II (classification # 0228A/B) retitled to Automotive Technician I/II (classification # 0228A/B)
 - Fabricator-Mechanic (classification # 0235) retitled to Fabricator-Technician (classification # 0235)
 - Automotive Service Technician (classification # 0246) retitled to Automotive Service Worker (classification # 0246)
 - Park Caretaker I/II (classification # 0272A/B) retitled to Parks Maintenance Technician I/II (classification # 0272A/B)
 - Senior Park Caretaker (classification # 0265) retitled to Senior Parks Maintenance Technician (classification # 0265)
 - Parks Supervisor (classification # 0219) retitled to Parks Maintenance Supervisor (classification # 0219)
 - Deputy Public Works Director (classification # 0300) retitled to Deputy Public Works Director - Engineering (classification # 0300)
 - Deputy Public Works Director - General Services (classification # 0301) retitled to Deputy Director of Public Works Administration (classification # 0301);
6. Approve the revised salary ranges for the following classifications effective the pay period following board approval:
 - Road Maintenance Worker I/II (classification # 0238A/B) from salary range 357/371 to salary range 365/385
 - Traffic Control Maintenance Worker (classification # 0220) from salary range 379 to salary range 395

- Traffic Control Crew Supervisor (classification # 0215) from salary range 425 to salary range 463
 - Road Maintenance Supervisor (classification # 0204) from salary range 425 to salary range 463
 - Automotive Technician I/II (classification # 0228A/B) from salary range 375/393 to salary range 414/434
 - Automotive Maintenance Supervisor (classification # 0218) from salary range 439 to salary range 464
 - Fabricator-Technician (classification # 0235) from salary range 407 to salary range 451
 - Tire Repair Specialist (classification # 0236) from salary range 395 to salary range 434
 - Engineering Aide (classification # 0324) from salary range 373 to salary range 393
 - Engineering Technician I/II (classification # 0322A/B) from salary range 421/445 to salary range 441/461
 - Materials Testing Technician I/II (classification # 0312A/B) from salary range 421/445 to salary range 441/461
 - Senior Engineering Technician (classification # 0313) from salary range 463 to salary range 481
 - Survey Party Chief (classification # 0329) from salary range 463 to salary range 481
 - Assistant Engineer I/II (classification # 0306A/B) from salary range 449/478 to salary range 501/521
 - Assistant Materials Testing Engineer (classification # 0342) from salary range 478 to salary range 521
 - Associate Engineer (classification # 0302) from salary range 498 to salary range 541
 - Associate Civil Engineer (classification # 0304) from salary range 508 to salary range 561
 - Associate Land Surveyor (classification # 0314) from salary range 508 to salary range 561
 - Parks Maintenance Technician I/II (classification # 0272A/B) from salary range 346/366 to salary range 388/408
 - Senior Parks Maintenance Technician (classification # 0265) from salary range 389 to salary range 428
 - Parks Maintenance Supervisor (classification # 0219) from salary range 419 to salary range 458
 - Roads Division Manager (classification # 0210) from salary range 531 to salary range 544
 - Deputy Public Works Director - Engineering (classification # 0300) from salary range 556 to salary range 609
 - Deputy Director of Public Works Administration (classification # 0301) from salary range 525 to salary range 557
 - Deputy Public Works Director - Environmental Services (classification # 0307) from salary range 544 to salary range 561;
 - Permit Manager (classification # 0336) from salary range 492 to salary range 506;
7. Approve the revised salary range for Senior Building Maintenance Custodian (classification # 0263), from salary range 355 to salary range 366, effective retroactive to December 21, 2025;
8. Abolish the following classifications from the classification system effective the pay period following board approval:
- Custodian (classification # 0276)
 - Senior Custodian (classification # 0280)
 - Environmental Permitting and Compliance Manager (classification # 0341)
 - Natural Resources Planning Manager (classification # 0309)
 - Senior Environmental Analyst (classification # 0520)
 - Environmental Analyst (classification # 0208)
 - Associate Engineer (M/C) (classification # 0303);
 - Assistant County Clerk (classification # 0109);
 - Geologist (classification # 0305);
 - Labor Market Information Specialist (classification # 0635);
 - Senior Microfilm Technician (classification # 0154);
 - Assistant County Clerk (classification # 0109);
 - Geologist (classification # 0305);
 - Labor Market Information Specialist (classification # 0635);
 - Senior Microfilm Technician (classification # 0154);
9. Adopt the Compensation Schedule effective March 29, 2026;
10. Adopt the amended Compensation Schedules effective December 21, 2025, February 1, 2026, and March 15, 2026;
11. Approve an ongoing increase in the fiscal year 2026-27 General Fund allocation for the Public Works Parks & Recreation budget 1100-713 in the amount of \$80,000;
12. Adopt the Resolution approving the amendment of the 2024-2026 Memorandum of Understanding between the County of Humboldt and the American Federation of State, County, and Municipal Employees; and
13. Adopt the Resolution approving the amendment of the 2024-2026, Compensation Plan for Designated Management and Confidential Employees.

STRATEGIC PLAN:

This action supports the following areas of your Board’s Strategic Plan.

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3001 - Support a well-trained workforce

DISCUSSION:

The Human Resources Department is making the above recommendations based on an in-depth classification and compensation analysis of classifications in the Public Works department. These updates to classification specifications and salary increases will ensure the County is maintaining an effective and competitive workforce. Additionally, the Human Resources Department conducted a review of the classification and compensation for the Permit Manager position within the Planning and Building Department.

Many of the classification specifications that are being updated are outdated. The duties of these classifications need to be updated due to technological advancements, regulatory changes, and organizational restructuring. Updating the classification specifications will ensure that they accurately reflect actual duties being performed and the required skills and qualifications align with current standards.

The recommended salary adjustments will support recruitment and retention for classifications that are notoriously difficult to recruit for. The current salaries of the affected classifications are below the market average, which has led to difficulty attracting qualified candidates, increased turnover, loss of institutional knowledge, and higher recruitment and training costs. Providing the recommended salary increases that are better aligned with the market will ensure that compensation remains competitive. Further, Human Resources determined that the Permit Manager position is appropriately classified; however, the current salary range does not provide an adequate supervisory differential relative to the positions overseen by the Permit Manager.

Overall, the recommended classification and compensation modifications for both departments will align pay with actual job complexity and contribute to stronger departmental performance by clarifying roles, improving workforce planning, supporting succession planning, and reducing turnover-related disruptions.

SOURCE OF FUNDING:

General Fund (1100), Road Fund (1200), Natural Resources Planning (1720), Heavy Equipment (3540), and Motor Pool (3500)

FINANCIAL IMPACT:

<i>Expenditures (Various)</i>	FY25-26	FY26-27 Projected*	FY27-28 Projected*
<i>Salary Increase (1100162)</i>	<u>4,705.00</u>	<u>4,705.00</u>	<u>4,705.00</u>
<i>Salary Increase (1100166)</i>	<u>(24,781.00)</u>	<u>10,598.00</u>	<u>10,598.00</u>
<i>Salary Increase (1100251)</i>	<u>(9,207.00)</u>	<u>39,412.00</u>	<u>41,410.00</u>
<i>Salary Increase (1100713)</i>	<u>18,475.00</u>	<u>123,164.00</u>	<u>142,189.00</u>
<i>Salary Increase (1200320)</i>	<u>7,880.00</u>	<u>29,274.00</u>	<u>2,9274.00</u>
<i>Salary Increase (1200321)</i>	<u>44,909.00</u>	<u>310,897.00</u>	<u>307,480.00</u>
<i>Salary Increase (1200322)</i>	<u>6,256.00</u>	<u>45,291.00</u>	<u>46,854.00</u>
<i>Salary Increase (1200325)</i>	<u>43,651.00</u>	<u>543,253.00</u>	<u>280,847.00</u>
<i>Salary Increase (1200331)</i>	<u>9,010.00</u>	<u>37,926.00</u>	<u>33,322.00</u>
<i>Salary Increase (1720289)</i>	<u>43,204.00</u>	<u>67,288.00</u>	<u>93,205.00</u>
<i>Salary Increase (3500350)</i>	<u>14,533.00</u>	<u>91,359.00</u>	<u>92,518.00</u>
<i>Salary Increase (3540330)</i>	<u>12,243.00</u>	<u>38,747.00</u>	<u>38,747.00</u>
Total Expenditures	<u>170,878.00</u>	<u>1,341,914.00</u>	<u>1,121,149.00</u>

*Projected amounts are estimates and are subject to change.

Funding Sources (Fund, Budget Unit)	FY25-26	FY26-27 Projected*	FY27-28 Projected*
General Fund	<u>-10,808.00</u>	<u>177,879.00</u>	<u>198,902.00</u>
State/Federal Funds	<u>111,706.00</u>	<u>966,641.00</u>	<u>697,777.00</u>
Grants	<u>43,204.00</u>	<u>67,288.00</u>	<u>93,205.00</u>
Fees/Other	<u>26,776.00</u>	<u>130,106.00</u>	<u>131,265.00</u>
Total Funding Sources	<u>170,878.00</u>	<u>1,341,914.00</u>	<u>1,121,149.00</u>

*Projected amounts are estimates and are subject to change.

Narrative Explanation of Financial Impact:

The increase in compensation for 1.0 FTE Facilities positions is estimated to be \$4,705 for salaries and benefits for FY 2025-26 1.0 FTE Senior Building Maintenance Custodian. The Facilities Budget 1100162 has sufficient appropriations in FY 2025-26 due to 2.0 FTE positions that are currently vacant to fund these increases. 1.0 FTE Assistant Engineer II and 1.0 FTE Senior Engineering Technician is a decrease of \$24,781 due to the Assistant Engineer position that was recently vacated. The Land Use Budget 1100166 has sufficient appropriations in FY 2025-26 due to 1.0 FTE position that is currently vacant to fund these increases. 1.0 FTE Environmental Coordinator and 2.0 FTE Senior Environmental Analyst is a decrease of \$9,207 due to the Senior Environmental Analyst position that was recently vacated. The Water Management Budget 1100251 has sufficient appropriations in FY 2025-26 due to 1.0 FTE position that is currently vacant to fund these increases. 1.0 Parks Maintenance Supervisor, 2.0 Senior Parks Maintenance Technician and 4 Parks Maintenance Technician I/II is an increase of \$18,475. The Parks Budget 1100713 has sufficient appropriations in FY 2025-26 due to funding increase received from the General Fund. Decrease in General Fund is estimated to impact the General Fund in Fiscal Year (FY) 2025-26 by \$10,808. In future fiscal years, should positions be filled, the department will not have sufficient General Fund, therefore, the department will keep 1.0 FTE vacant in Land Use budget 1100166 and Water Management budget 1100251.

The increase in compensation for 11.0 FTE Road Engineering positions is estimated to be \$44,909 for salaries and benefits for FY 2025-26. 3.0 FTE Assistant Engineer I/II, 1.0 FTE Assistant Materials Testing Engineer, 2.0 FTE Associate Civil Engineer, 2.0 FTE Associate Engineer, 1.0 FTE Deputy Public Works Director - Engineering, 1.0 FTE Engineering Technician II, and 1.0 FTE Materials Testing Technician II. The Roads Engineering budget 1200321 has sufficient appropriations in FY 2025-26 due to 2.0 FTE positions that are currently vacant to fund these increases. The increase in compensation for 4.0 FTE Road Land Use positions is estimated to be \$6,255.22 for salaries and benefits for FY 2025-26. 1.0 FTE Assistant Engineer I/II, 2.0 FTE Engineering Technician I/II, and 1.0 FTE Survey Party Chief. The Roads Land Use budget 1200322 has sufficient appropriations in FY 2025-26 due to 1.0 FTE positions vacant part of FY 25-26 to fund these increases. The increase in compensation for 1.0 FTE Road Administration positions is estimated to be \$7,880 for salaries and benefits for FY 2025-26. 1.0 FTE Deputy Director of Public Works Administration. The Roads Administration budget 1200320 has sufficient appropriations in FY 2025-26 due to 2.0 FTE positions vacant part of FY 25-26 to fund these increases. The increase in compensation for 3.0 FTE Road Natural Resources positions is estimated to be \$9,010 for salaries and benefits for FY 2025-26. 1.0 FTE Deputy Public Works Director - Environmental Services, 1.0 FTE Environmental Program Manager, and 1.0 FTE Environmental Coordinator. The Roads Natural Resources budget 1200331 will need additional appropriation to cover the cost in Roads Natural Resources Budget 1200331 for FY 2025-26. The funding for the increase will be covered by State funding. The increase in compensation for 33.0 FTE Road Maintenance positions is estimated to be \$43,652 for salaries and benefits for FY 2025-26. 1.0 FTE Road Maintenance Supervisor, 1.0 FTE Traffic Control Crew Supervisor, 4.0 FTE Traffic Control Maintenance Worker, and 21.0 FTE Road Maintenance Worker I/II. The Roads Maintenance budget 1200325 will need additional appropriation to cover the cost in Roads Maintenance Budget 1200325 for FY 2025-26. The funding for the increase will be covered by State funding.

The increase in compensation for 5.0 FTE Natural Resources Planning positions is estimated to be \$43,204 for salaries and benefits for FY 2025-26. 1.0 FTE Environmental Coordinator, 1.0 FTE Environmental Program Manager, 2.0 FTE Environmental Project Manager, and 1.0 FTE Environmental Specialist. The Natural Resources Planning budget 1720289 has sufficient appropriations in FY 2025-26 due to 1.0 FTE positions vacant part of FY 25-26 to fund these increases. The funding for the increase will be covered by Grant funding.

The increase in compensation for 2.0 FTE Heavy Equipment ISF positions is estimated to be \$12,243 for salaries and benefits for FY 2025-26. 1.0 FTE Fabricator-Mechanic and 1.0 FTE Tire Repair Specialist. The Heavy Equipment ISF 3540330 has sufficient

appropriations in FY 2025-26 due to 2.0 FTE positions vacant part of FY 25-26 to fund these increases.

The increase in compensation for 5.0 FTE Motor Pool positions is estimated to be \$14,533 for salaries and benefits for FY 2025-26. 1.0 Automotive Maintenance Supervisor and 4.0 FTE Automotive Technician II. The Motor Pool 3500350 has sufficient appropriations in FY 2025-26 due to 1.0 FTE positions vacant part of FY 25-26 to fund these increases.

STAFFING IMPACT:

<i>Position Title</i>	<i>Position Control Number</i>	<i>Monthly Salary Range (1A-E Step)</i>	<i>Additions (Number)</i>	<i>Deletions (Number)</i>
Environmental Permitting and Compliance Manager	3310341-01			1
Natural Resources Planning Manager	2890309-01			1
Environmental Program Manager	3310273-01 2890273-01		2	
Senior Environmental Analyst	2510520-01 2510520-02 2510520-03 2890520-01 2890520-02 3310520-01			6
Environmental Analyst	2890208-01 2890208-02			2
Environmental Project Manager	2890277-01 2890277-02 2510277-01 2510277-02		4	
Environmental Coordinator	3310275-01 2510275-01 2890275-01		3	
Environmental Specialist	2890274-01		1	

Narrative Explanation of Staffing Impact:

The reclassification of staff in the Environmental Services Division in Public Works will impact them as they will be placed into newly-created classifications.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could choose not to implement the recommendations of the Human Resources Department; however, it is not recommended as the classification and compensation changes are needed to improve recruitment and retention and to make sure classification specifications are legally defensible.

ATTACHMENTS:

Classification Specifications:

- Assistant Engineer I/II
- Assistant Materials Testing Engineer
- Associate Civil Engineer
- Automotive Service Worker
- Automotive Technician I/II
- Deputy Director - Public Works Administration
- Deputy Public Works Director - Engineering
- Deputy Public Works Director - Environmental Services
- Engineering Aide
- Engineering Technician I/II
- Environmental Coordinator
- Environmental Program Manager

- Environmental Project Manager
- Environmental Specialist
- Fabricator-Technician
- Heavy Equipment Technician I/II
- Materials Testing Technician I/II
- Parks Maintenance Supervisor
- Parks Maintenance Technician I/II
- Parts Storekeeper
- Road Maintenance Supervisor
- Road Maintenance Worker I/II
- Senior Parks Maintenance Technician
- Tire Repair Specialist
- Traffic Control Maintenance Worker

Compensation Schedules:

- March 29, 2026
- Amended December 21, 2025
- Amended February 1, 2026
- Amended March 15, 2026

Resolutions:

- AFSCME
- M&C

PREVIOUS ACTION/REFERRAL:

Meeting of: N/A

File No.: N/A