M I N U T E S
PERSONNEL COMMISSION
DECEMBER 9, 2020 **CITY MANAGER'S CONFERENCE ROOM**
5:00 P.M.

1. ROLL CALL

COMMISSIONERS PRESENT:	Bobeda, Clark, Mariscal, Newell
COMMISSIONERS ABSENT:	Dodge
OTHERS PRESENT:	Rayvon Williams, Airport Director, Nathalie Manning, Deputy City Manager, Frances Delfino, Sr. Human Resources Analyst and Monica Florez, Human Resources Analyst

2. PLEDGE OF ALLEGIANCE

3. CONSENT AGENDA

A. A motion was made by Commissioner Bobeda, seconded by Commission Mariscal and carried to approve the minutes of October 21, 2020.

4. NEW BUSINESS

A. APPROVAL OF NEW AIRPORT OPERATIONS MANAGER JOB CLASSIFICATION, JOB DESCRIPTION AND SALARY

Rayvon Williams introduced himself to the Commission as the Airport Director and presented the staff report for the approval of the new job classification, job description and salary for the Airport Operations Manager. He stated that the City of Watsonville has invested in their employees and proceeded to present the background of the Airport which is enterprise-funded by federal mandate. He added that the City owns the fuel concessions. The City Council, he stated, has supported the Airport with fuel island safety upgrade, terminal renovation, restaurant improvement, taxiing reconstruction, lighting upgrade and runway rehabilitation.

Williams advised that the Airport currently has an Airport Operations Supervisor and 2 three-person crews (Airport Operations Specialists). He stated the Airport Operations Manager would report directly to the Airport Director. He reviewed both external and internal salary comparisons to propose the salary for the Airport Operations Manager.

Commissioner Bobeda commented that Williams presented a concise report, Commissioner Clark added the presentation was a wonderful job and Commissioner Newell added it was a very coherent presentation with noticeable positive changes. Commissioner Mariscal inquired where the revenue would come from to pay for this position. Williams responded that it would come from Airport income with Commissioner Mariscal added that restructuring makes total sense.

A motion was made by Commissioner Mariscal, seconded by Commissioner Bobeda, with and carried to approve the new Airport Operations Manager job classification, job description and salary.

5. HUMAN RESOURCES DIRECTOR'S REPORT

Manning stated that the Finance Director provided a budget update and that revenues look better than predicted. She advised that there has been an uptick in COVID-19 cases in the City and we are continuing to maintain all safety efforts.

6. ORAL COMMUNICATIONS

Commissioner Mariscal praised the City for their commitment during these times, with Commissioner Bobeda in agreement.

7. ADJOURNMENT

The meeting was adjourned at 5:39 p.m.

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Chairperson

ATTEST:

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Personnel Director