



CITY COUNCIL AGENDA REPORT

CITY HALL

CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP

DATE: March 17, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Christopher Gorsky, Administrative Services Director

SUBJECT: Consider Approval of Resolution 03-17-2025-F, Updating the Job Descriptions and Education Requirements for the Administrative Services Officer/City Clerk, Community Development Director, Police Chief, Police Lieutenant, and Fire Chief.

RECOMMENDATION:

Consider Approval of Resolution 03-17-2025-E, Updating the Job Descriptions and Education Requirements for the Administrative Services Officer/City Clerk, Community Development Director, Police Chief, Police Lieutenant, and Fire Chief.

BACKGROUND:

Historically, the City has required a bachelor's degree for positions within the Sonora Management Employees' Association (SMEA) and the Sonora Confidential Employees Association (SCEA). While formal education is valuable, the current job market, evolving workforce needs, and ongoing recruitment challenges suggest that such a requirement may unnecessarily limit the City's applicant pool. Many highly skilled candidates with relevant experience, certifications, and training could be excluded solely due to the lack of a formal degree. Many cities, particularly in California, have been re-evaluating degree requirements to attract a broader and more diverse talent pool. This approach aligns with evolving industry trends, where practical experience and job-related skills are increasingly recognized as essential hiring factors.

Expanding the Applicant Pool

- Reducing the bachelor's degree requirement to a preferred qualification will allow qualified applicants with relevant experience but without a formal degree to be considered.
- This change could improve recruitment efforts, especially for positions that have historically been difficult to fill due to degree requirements.

Recognizing Experience and Certifications

- Many job functions require hands-on experience, technical skills, or professional certifications rather than a formal degree.
- By modifying the degree requirement, the City can prioritize practical expertise, leadership abilities, and industry-specific training over traditional academic credentials.



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Addressing Recruitment and Retention Challenges

- Many public agencies and private sector employers have removed strict degree requirements due to hiring challenges.
- The City is competing with agencies that do not require a bachelor's degree, making it harder to attract top talent under current policies.
- Updating this requirement could help retain valuable internal employees who may be eligible for promotion based on experience but lack a degree.

Aligning with Industry Trends and Equity Initiatives

- Many organizations, including state and federal agencies, are shifting toward skills-based hiring to improve workforce diversity and equity.
- This approach helps remove barriers for candidates from underrepresented backgrounds who may not have access to higher education but possess the skills needed to perform the job effectively.

FISCAL IMPACT:

There is no direct financial impact to the General Fund. However, this could lead to lower vacancy rates and reduced recruitment costs.

ATTACHMENTS:

- Resolution 03-17-2025-F
- Updated job descriptions for the Administrative Services Officer/City Clerk, Community Development Director, Police Chief, Police Lieutenant, and Fire Chief are included for review.

CORE COUNCIL PRIORITIES:

Staffing - Salary, Benefits, Training, and Retention