

RESOLUTION 06-15-2026-A

A RESOLUTION OF THE SONORA CITY COUNCIL APPROVING THE UPDATED JOB DESCRIPTION FOR THE ASSISTANT CITY ADMINISTRATOR AND THE ADMINISTRATIVE SERVICES DIRECTOR

WHEREAS, the City of Sonora recognizes the importance of attracting a diverse and qualified pool of candidates for key leadership positions within municipal government and public safety; and

WHEREAS, the City of Sonora periodically reviews and updates job descriptions to ensure they accurately reflect the duties, responsibilities, reporting relationships, and qualifications associated with City positions; and

WHEREAS, the Assistant City Administrator position has evolved as the City's organizational structure has changed and administrative functions have been reassigned to better support the delivery of municipal services; and

WHEREAS, the responsibilities of the Administrative Services Director position has evolved over time as the City's administrative, financial, and operational needs have changed; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Sonora does hereby approve the updated job descriptions for the following position:

Assistant City Administrator
Administrative Services Director

PASSED, APPROVED AND ADOPTED as a Resolution by the Sonora City Council at a meeting held by the City Council on the 15th day of June 2026, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST: _____
Nicole McCutchen, City Clerk, City of Sonora

Ann Segerstrom, Mayor, City of Sonora