

Lompoc City Council Agenda Item



City Council Meeting Date: April 5, 2010

TO: Laurel M. Barcelona, City Administrator

FROM: Jeanette M. Bartels, Senior HR Analyst
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SUBJECT: AMENDMENT TO COMPENSATION PLANS REGARDING SENIOR CODE ENFORCEMENT

RECOMMENDATION:

City Council: 1) approve Resolution No. 5708(11) amending the Compensation Plan to include the revised salary range for Senior Code Enforcement.

BACKGROUND:

On May 18, 2010, Resolution No. 5640(10) was adopted to include the new job classes and salary ranges for Code Enforcement Officer I, Code Enforcement Officer II, and Senior Code Enforcement Officer into the City's Classification and Compensation Plans. Additionally, a new position allocation for a Senior Code Enforcement Officer position was recommended and approved. The salary range for the Senior Code Enforcement Officer job class was to be benchmarked with the Senior Building Inspector salary range. The salary range approved for this job class was \$4,438 - \$5,164.

DISCUSSION:

In review of the salary range for the Senior Code Enforcement Officer job class, an error was noticed. Although the high end (E step) of the salary range was correct, the low end (A step) was incorrect. Consequently, the traditional five percent (5%) differential between each of the five steps of the range could not be created; which affects the benchmark of steps B through D. The benchmarked salary range is \$4,248 - \$5,164 per month.

An internal recruitment process was conducted for the newly created Senior Code Enforcement Officer position allocation. City Administration has recently approved an appointment to this position allocation. Therefore, in order to appoint the incumbent to the appropriate benchmarked salary step, a revision of the salary range is required.

CONCLUSION:

Staff recommends the appropriate benchmark and differentials be maintained for the Senior Code Enforcement Officer job class and the salary range be revised accordingly to \$4,248 - \$5,164 per month. Based on the aforementioned, Resolution No. 5708(11) effects the inclusion of the revised salary range into the City's Compensation Plan.

Respectfully Submitted,

Jeanette M. Bartels, Senior HR Analyst

APPROVED FOR SUBMITTAL TO CITY ADMINISTRATOR:

Beth Flamm-Overby, HR Manager

ATTACHMENTS: (1)

[Resolution No. 5708\(11\)](#)

APPROVED FOR SUBMITTAL TO CITY COUNCIL:

Laurel M. Barcelona, City Administrator