



STAFF REPORT
9/9/2020

TO: Honorable Mayor and City Council Members

FROM: William Pattison, City Manager

SUBJECT: Resolution No. 2020-49 Approving the Funding for a Full-Time Code Compliance Manager Position

STAFF RECOMMENDATION:

Staff recommends that the City Council approve Resolution No. 2020-49 approving the funding for a full-time Code Compliance Manager Position.

BACKGROUND:

On December 31, 2019, the City's Code Compliance Manager retired and the position was left vacant due to the loss of CDBG funding. To maintain the internal controls of the department, staff is asking that Council approve funding so the City can begin recruitment and fill the position. Currently, the Code Enforcement Department consists of two Senior Code Enforcement Officers, two Code Enforcement Offices, one Graffiti Abatement Worker, and one Code Enforcement Aide.

The Code Compliance Manager position falls under the Confidential Mid-Management Employees bargaining unit and already exists on the Salary Schedule as Pay Grade 25, salary range \$102,211.20 to \$124,196.80 annually.

ALTERNATIVES:

1. Approve staff's recommendation to approve Resolution No. 2020-49 approving the creation and funding for a full-time Code Compliance Manager position.
2. Do not approve staff's recommendation.

FISCAL IMPACT:

Approval of the position would add \$38,100 to the salary and benefits expenses of the Community Development department's current operating budget, and would be appropriated from the General Fund.