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## CITY COUNCIL CONSIDERATION ITEM

### CITY OF FAIR OAKS RANCH, TEXAS

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AGENDA TOPIC: Consideration and possible action approving a resolution amending Resolution 2024-50 to add a Civilian Investigator job title to the FY 2024-25 Pay Schedule

DATE: February 6, 2024

DEPARTMENT: Administration

PRESENTED BY: Scott M. Huizenga, ICMA-CM, City Manager  
Todd Smith, Chief of Police

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#### **INTRODUCTION/BACKGROUND:**

On September 19, 2024, the City Council adopted Resolution 2024-50, establishing the FY 2024-25 Pay Schedule for General Government, Police, and Seasonal Employees. Since that adoption, the City has identified the need to amend the pay schedule to include a Civilian Investigator job title within the Police Department.

The addition of a Civilian Investigator is intended to support law enforcement operations, enhance investigative capacity, and improve operational efficiency. The City is currently recruiting for civilian investigators, which will replace vacant officer positions, ensuring no net increase in personnel count while optimizing resource allocation within the Police Department.

The updated pay schedule, reflected in Exhibit A, will classify the Civilian Investigator job title within the City's established pay structure.

#### **POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

- Aligns with the City's commitment to maintaining an efficient and well-staffed law enforcement agency.
- Enhances public safety services by ensuring investigative functions are adequately resourced.
- Supports the City's strategic goal of providing a competitive and structured pay plan.

#### **LONGTERM FINANCIAL & BUDGETARY IMPACT:**

The estimated financial impact of modifying the pay schedule to include a Civilian Investigator job title has been evaluated and will be included in the City's personnel budget. Since this position will replace existing positions, there will be no additional financial burden beyond normal salary adjustments within the approved FY 2024-25 budget allocations.

**LEGAL ANALYSIS:**

N/A

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve a resolution amending Resolution 2024-50 to add a Civilian Investigator job title to the FY 2024-25 Pay Schedule.