



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: A'ja Wallace,
Lincoln Bogard, Administrative Services Director

MEETING DATE: November 12, 2024

SUBJECT: Consideration of Resolution 2024-181, Amending the Classification and Compensation Plan

RECOMMENDATION:

Adopt Resolution 2024-181.

BACKGROUND:

It is necessary to amend the City's Classification & Compensation Plan from time to time to maintain a current plan that reflects budget amendments, organizational structure, and department needs.

Past City Council resolutions have identified the necessity to maintain a current Classification & Compensation Plan that reflects the nature of work and organizational structure, that the plan is updated to reflect both market changes and appropriate compensation for work performed.

JUSTIFICATION:

Proposed changes to the Classification and Compensation plan include:

Administrative Services-Finance

Un-fund and Reclassify the Budget and Financial Analyst (Job Code 2009) Range T79 to a Sr. Accountant (Job Code 2051) Range G68. This will add a technical position within the Finance Department. The reclassification will create a cost savings within the general fund.

Administrative Services-Purchasing

Reclassify the Purchasing Manager (Job Code 2047) Range T85 to a Chief Procurement Officer (Job Code 2058) Range T85. The Municipal Code 3.24 in addition to the B-30 Procurement Policy makes mention to a the "Purchasing Officer" throughout the Code and Policy. Staff is requesting Council to update the title to match what is documented.

FISCAL IMPACT:

Position/Range	Proposed Salary Range	Current Salary Range	Proposed Based Wage Difference
Budget and Financial Analyst/T79	\$ 0.00	\$ 112,125	\$ 112,125.00
Sr. Accountant/G68	\$ 81,711.00	\$ 0.00	\$ -87,711.00

Purchasing Manager/T85	\$ 0.00	\$ 136,747.00	\$ 136,747.00
Chief Procurement Officer/T85	\$ 136,747.00	\$ 0.00	\$ -136,747.00
Total Annual Fiscal Impact			\$ 24,414 Savings

ALTERNATIVES:

Do not adopt Resolution 2024-181 and provide alternative direction to staff.

BUDGETED?:

Yes

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [Resolution 2024-181, Class and Comp.docx](#)
2. [Exhibit A - Senior Accountant_2024.pdf](#)
3. [Exhibit B - Chief Procurement Officer_2024.pdf](#)