



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Arturo Vela, Interim City Manager

**PREPARED BY:** Nicole Jews, Human Resources Manager  
Art Vela, Interim City Manager

**MEETING DATE:** October 28, 2025

**SUBJECT:** Consideration of Resolution 2025-153, Amending the Classification and Compensation Plan, Position Title Change

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**RECOMMENDATION:**

Adopt Resolution 2025-153

**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:**

Finance Department-Purchasing

Title change for the Chief Procurement Officer (CPO) (Job Code 2058) to Purchasing Manager (Job Code 2047) Range T85. The city would like to revert the Chief Procurement Officer title back to Purchasing Manager. The Purchasing Manager title aligns closer with the duties of controlling costs and the transactional aspects of buying and focusing on processing purchase orders, receiving goods, and arranging payments.

The city will so correct the Municipal Code 3.24 and B-30 Procurement Policy which makes mention to a the "Purchasing Officer" throughout the Code and Policy, back to "Purchasing Manager."

Staff is requesting Council to approve the title change to Purchasing Manager.

**FISCAL IMPACT:**

Position/Range	Proposed Salary Range	Current Salary Range	Proposed Based Wage Difference
Purchasing Manager/T85	\$ 149,622.07	\$ 0.00	\$ 149,622.07

Chief Procurement Officer/T85	\$ 0.00	\$ 149,622.07	\$ -149,622.07
<b>Total Annual Fiscal Impact</b>			<b>\$ 0</b>

**ALTERNATIVES:**

Do not adopt Resolution 2025-153 and provide alternative direction to staff.

**BUDGETED?:**

Yes

**CONTRACT/AGREEMENT:**

No

**ATTACHMENTS:**

1. [Purchasing Manager\\_10282025.pdf](#)
2. [Resolution\\_2025-153\\_\\_Consideration\\_of\\_Classification\\_\\_\\_Compensation\\_Changes.docx](#)