



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Nicole Jews, Human Resources Manager
Lincoln Bogard, Administrative Services Director

MEETING DATE: January 14, 2025

SUBJECT: Consideration of Resolution 2025-08, Amending the Classification & Compensation Plan for the City of Banning

RECOMMENDATION:

Adopt Resolution 2025-08.

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:

The city is currently using Willdan Engineering for providing Building and Safety staff and consulting services. Willdan Engineering currently has two staff members working onsite at the city. There is a full-time and part-time person working as Building Permit Technicians.

During the new FY2025/2026 budget cycle staff decided to relook at the budget to transition these positions to permanent city positions and reduce the Willdan Engineering contract. By reducing the Willdan Engineering contract we will have a cost savings to fund and add a new position to the budget.

By adding this new position to the Community Development, Building and Safety team, this will assist the department in continuing to respond in a timely manner to requests for permits and plans.

FISCAL IMPACT:

Community Development-Building & Safety

Position/Grade	Proposed Salary Range	Current Salary Range	Proposed Based Wage Difference
Building Permit Technician / G55	\$80,121.20	\$0	\$80,121.20
Reduce Willdan Contract			\$(134,400.00)
Total Annual Fiscal Impact			\$(54,278.80)

ALTERNATIVES:

Do not adopt the resolution and provide alternative direction to staff.

BUDGETED?:

Yes

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [Resolution 2025-08, Building Permit Tech](#)
2. [Exhibit A - Building Permit Spec.pdf](#)