



APPROVED
BY THE CITY COUNCIL

JUL 22 1997

OFFICE OF THE
CITY CLERK

1.10

DEPARTMENT OF
HUMAN RESOURCES
PERSONNEL SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

921 TENTH STREET
SECOND FLOOR
SACRAMENTO, CA
95814-2693

PH 916-264-5726
FAX 916-264-8567

July 15, 1997

City Council
Sacramento, California

Honorable Members in Session

SUBJECT: SALARY ADJUSTMENTS - ASSISTANT CODE ENFORCEMENT OFFICER, CODE ENFORCEMENT OFFICER, SENIOR CODE ENFORCEMENT OFFICER

LOCATION AND COUNCIL DISTRICT: City

RECOMMENDATION:

It is recommended that the City Council amend Resolution 94-008 by adjusting the salaries of Assistant Code Enforcement Officer, Code Enforcement Officer, and Senior Code Enforcement Officer as follows:

<u>Classification</u>	<u>Current Salary</u>	<u>Proposed Salary</u>	<u>% Increase</u>
Assistant Code Enforcement Officer	\$1,594.16 - 2,473.10	\$1,642.02 - 2,547.29	3%
Code Enforcement Officer	\$2,017.72 - 3,130.14	\$2,058.06 - 3,192.75	2%
Senior Code Enforcement Officer	\$2,226.31 - 3,453.70	\$2,270.82 - 3,522.77	2%

CONTACT PERSON:

Bronda Silva, Personnel Administrator, 264-5824

FOR THE COUNCIL MEETING OF: July 22, 1997

City Council
Salary Adjustment - Code Enforcement

SUMMARY:

This report recommends adjusting the salaries of the Code Enforcement Officer classification series. On July 1, 1997, the Civil Service Board approved retitling Vehicle Abatement Officer to Assistant Code Enforcement Officer, Nuisance Abatement Officer to Code Enforcement Officer, and Senior Nuisance Abatement Officer to Senior Code Enforcement Officer. In addition, revisions were made to the classifications to add more duties, thereby warranting a 3% salary adjustment to the Assistant Code Enforcement Officer and a 2% adjustment to both the Code Enforcement Officer and the Senior Code Enforcement Officer classifications.

COMMITTEE/COMMISSION ACTION: None

BACKGROUND INFORMATION:

The classification of Vehicle Abatement Officer was adopted in 1991 and was originally responsible for investigating and enforcing appropriate codes, laws, and regulations related to abandoned and hazardous vehicles on public right-of-ways and vacant lots. The Nuisance Abatement Officer and Senior Nuisance Abatement Officer classifications were adopted in 1986 and are responsible for either performing or supervising office and field work involving the inspection and enforcement of applicable codes and ordinances pertaining to nuisance, zoning, litter, weed, and related abatement.

The department had a need to make some changes in the work performed by these classifications. First, the Vehicle Abatement Officer classification needed to be responsible for all vehicle abatement and not just on public right-of-ways and vacant lots. Currently, if an abandoned vehicle is on private property, a Nuisance Abatement Officer is the only classification that can handle the vehicle abatement process. To streamline the abatement process, it will now be the responsibility of the newly retitled and revised Assistant Code Enforcement Officer classification for all vehicle abatement. Because of the higher level of responsibility, a 3% increase in salary is warranted.

Another need of the department was to have employees handle the inspection and enforcement of environmental health codes and ordinances related to pest infestation, noise, and smoke. To meet this need, both the Nuisance Abatement Officer and the Senior Nuisance Abatement Officer classifications were retitled to Code Enforcement Officer and Senior Code Enforcement Officer and the specifications were revised to include wording that shows responsibility for the inspection and enforcement of health codes and ordinances. In addition, an education requirement was added for some assignments only, which require State certification as a Public Health Vector Certified Technician (limited). Because the classifications perform a variety "code enforcement" duties, the new titles better reflect the wide array of codes enforced by the incumbents.

City Council
Salary Adjustment - Code Enforcement

Local 39, the union representing all three classifications, is in agreement with the proposed salary adjustments.

FINANCIAL CONSIDERATIONS:

Costs associated with the increased salaries will be absorbed by the current departmental operating budget.

ENVIRONMENTAL CONSIDERATIONS:


The subject of this report does not involve a project that required compliance with the California Environmental Quality Act (CEQA), inasmuch as it does not involve an activity which may cause a direct or indirect change in the environment (Public Resource Code 21065).

POLICY CONSIDERATIONS:

These recommendations are consistent with the current policy for making salary adjustments for civil service classifications.

MBE/WBE EFFORTS: Not applicable.

Respectfully submitted,




Bronda Silva
Personnel Administrator

RECOMMENDATION APPROVED:

APPROVED:



 William H. Edgar
City Manager



Dee Contreras
Labor Relations Director

APPROVED
BY THE CITY COUNCIL

JUL 22 1997

OFFICE OF THE
CITY CLERK

RESOLUTION NO. 97-412

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

AMENDING RESOLUTION 94-008 RELATING TO SALARY
SCHEDULES, EMPLOYER-EMPLOYEE RELATIONS POLICY,
AND DESIGNATION OF EXEMPT JOB CLASSIFICATIONS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT
RESOLUTION 94-008 IS AMENDED AS FOLLOWS, EFFECTIVE JULY 26, 1997.

Section 1.

Exhibit A, Salary Schedules, Schedule 03, Operations and Maintenance Unit, is amended by the modification of the monthly salary for Assistant Code Enforcement Officer from \$1,594.16 - \$2,473.10 to \$1,642.02 - \$2,547.29.

Exhibit A, Salary Schedules, Schedule 16, Office and Technical Unit, is amended by the modification of the monthly salary for Code Enforcement Officer from \$2,017.72 - \$3,130.14 to \$2,058.06 - \$3,192.75.

Exhibit A, Salary Schedules, Schedule 15, General Supervisory Unit, is amended by the modification of the monthly salary for Senior Code Enforcement Officer from \$2,226.31 - \$3,453.70 to \$2,270.82 - \$3,522.77.

Section 2.

Exhibit B, Employer - Employee Relations Policy, is amended by the modification of the monthly salary for Assistant Code Enforcement Officer from \$1,594.16 - \$2,473.10 to \$1,642.02 - \$2,547.29.

Exhibit B, Employer - Employee Relations Policy, is amended by the modification of the monthly salary for Code Enforcement Officer from \$2,017.72 - \$3,130.14 to \$2,058.06 - \$3,192.75.

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

Exhibit B, Employer - Employee Relations Policy, is amended by the modification of the monthly salary for Senior Code Enforcement Officer from \$2,226.31 - \$3,453.70 to \$2,270.82 - \$3,522.77.

ATTEST:

CITY CLERK

MAYOR

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____