

Agenda Report

November 16, 2015

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Human Resources

SUBJECT: ADOPT A RESOLUTION AND ESTABLISH A NEW CLASSIFICATION OF BUILDING INSPECTION SUPERVISOR AND SET SALARY CONTROL RATE

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt a resolution and establish a new classification of Building Inspection Supervisor and set salary control rate.

BACKGROUND:

Building Inspection Supervisor: Establish the title and annual salary control rate of \$100,456.95 for the new classification of Building Inspection Supervisor. This position will be assigned to the Building and Safety division of the Department of Planning and Community Development. Reporting to the Building Official, the Building Inspection Supervisor will exercise first line supervisory responsibility over a group of Building Inspectors and/or Code Compliance Officers. The Building Inspection Supervisor is responsible for ensuring the timely scheduling and completion of construction inspections, pre-sale inspections and quadrennial inspections. By establishing this new class, the Human Resources Department will be able to recruit for candidates that meet specific experience requirements and possess professional certifications.

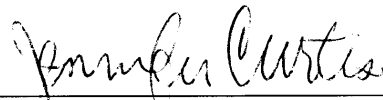
This is a new classification and therefore is currently vacant and will be accreted to the Pasadena Management Association.

This action does not authorize any additional FTE. An existing vacant and budgeted Code Compliance Manager classification will be reclassified to this new position, resulting in an annual savings of approximately \$23,470 to the Building Fund.

FISCAL IMPACT:

The fiscal impact to the City as a result of this action is a savings of approximately \$23,470 to the Building Fund.

Respectfully submitted,



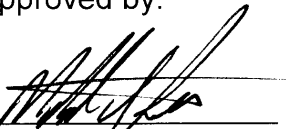
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