



Classification and Compensation Study 2024

Agenda

- Introduction
- Classifications
- Compensation
- Next Steps
- Questions

Introduction



- Study initiated 2023 – Job Classifications and Compensation
- Last study completed 18 years ago, in 2006
- Project Team representing each department
- Benchmark Cities
- Implementation with FY 2024-25 Budget

Classifications

- Classification vs Position
- Overall solid class structure
- Title Changes = 10
- Reclassification = 4
- New Classifications = 4

Classifications

Title Change Recommendations

Current Classification Title	Proposed Classification Title
Accounting Clerk	Accounting Assistant
Administrative Analyst	Management Analyst
Assistant Civil Engineer	Assistant Engineer
Environmental Programs Coordinator	Environmental Compliance Coordinator
Media Analyst	Media & Technology Systems Specialist
Media Technician	Media Production Technician
Principal Permit Services Technician	Supervising Permit Services Technician
Public Safety Liaison	Public Safety Coordinator
Senior Maintenance Worker	Senior Maintenance Technician
Senior Parks Maintenance Worker	Senior Maintenance Technician

Classifications

Reclassification and New Title

Current Classification Title	Proposed Classification Title
Administrative Analyst	Senior Management Analyst
Finance Manager	Finance Controller
Office Assistant	Senior Office Assistant
Senior Civil Engineer	Senior Plan Check Engineer

New Classification Title

Plan Check Engineer
Senior Plan Check Engineer
Management Specialist
Public Information Officer



Compensation

- Competitive in the marketplace
- Benchmarked to 10 Cities
- 48 classifications benchmarked
- Median +10%
- All ranges increase or stay constant

Compensation

Benchmark Cities
City of Agoura Hills
City of Beverly Hills
City of Calabasas
City of Camarillo
City of Culver City
City of Laguna Beach
City of Manhattan Beach
City of Redondo Beach
City of Thousand Oaks
City of West Hollywood

Compensation

- 30 classifications below targeted market placement, Median +10%
- 3 classifications above targeted market
- All classifications will increase or remain near current range
- Implement all at FY 2024-25 with COLA
- Incumbent placed at closest range step to current level
- If below market outside range, will be increased to Step 1 of new range
- 10 steps, 3% between step, 5% between ranges
- Lead the Market

Compensation

Target = Median + 10%

# of Classifications	<5%	5-10%	10-15%	15-20%	20%+	Total
<i>Below</i> the Target Market	4	6	4	6	10	30
<i>Above</i> the Target Market	2	1	0	0	0	3

Salary Structure

Proposed Classification Title	Proposed Salary Range
Accounting Assistant	12
Accounting Technician	15
Administrative Assistant	14
Assistant City Clerk *	23
Assistant City Manager	38
Assistant Engineer	22
Assistant Planner	19
Assistant Planning Director	30
Assistant Public Works Director/Asst City Engineer *	30
Assistant to the City Manager *	25
Associate Engineer	24
Associate Planner	22
Building Inspector	19

Salary Range	Annually									
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	36,399	37,491	38,613	39,774	40,967	42,196	43,462	44,766	46,109	47,492
2	38,219	39,365	40,546	41,763	43,015	44,306	45,635	47,004	48,414	49,867
3	40,130	41,333	42,573	43,851	45,166	46,521	47,917	49,354	50,833	52,360
4	42,136	43,400	44,702	46,043	47,425	48,847	50,313	51,822	53,377	54,978
5	44,243	45,570	46,937	48,345	49,796	51,290	52,828	54,413	56,046	57,727
6	46,455	47,849	49,284	50,763	52,286	53,854	55,470	57,134	58,848	60,613
7	48,778	50,241	51,748	53,301	54,900	56,547	58,243	59,990	61,790	63,644
8	51,217	52,753	54,336	55,966	57,645	59,374	61,155	62,990	64,880	66,826
9	53,777	55,391	57,053	58,764	60,527	62,343	64,213	66,140	68,124	70,167
10	56,466	58,160	59,905	61,702	63,553	65,460	67,424	69,446	71,530	73,676
11	59,290	61,068	62,900	64,787	66,731	68,733	70,795	72,919	75,106	77,360
12	62,254	64,122	66,045	68,027	70,068	72,170	74,335	76,565	78,862	81,228
13	65,367	67,328	69,348	71,428	73,571	75,778	78,051	80,393	82,805	85,289
14	68,635	70,694	72,815	75,000	77,250	79,567	81,954	84,413	86,945	89,553
15	72,067	74,229	76,456	78,750	81,112	83,545	86,052	88,633	91,292	94,031
16	75,670	77,940	80,279	82,687	85,168	87,723	90,354	93,065	95,857	98,733
17	79,454	81,837	84,293	86,821	89,426	92,109	94,872	97,718	100,650	103,669
18	83,427	85,929	88,507	91,162	93,897	96,714	99,616	102,604	105,682	108,853
19	87,598	90,226	92,933	95,721	98,592	101,550	104,596	107,734	110,966	114,295
20	91,978	94,737	97,579	100,507	103,522	106,627	109,826	113,121	116,515	120,010
21	96,577	99,474	102,458	105,532	108,698	111,959	115,318	118,777	122,340	126,011
22	101,405	104,448	107,581	110,808	114,133	117,557	121,083	124,716	128,457	132,311
23	106,476	109,670	112,960	116,349	119,839	123,435	127,138	130,952	134,880	138,927
24	111,800	115,153	118,608	122,166	125,831	129,606	133,494	137,499	141,624	145,873
25	117,389	120,911	124,539	128,275	132,123	136,087	140,169	144,374	148,705	153,167
26	123,239	126,957	130,785	134,688	138,729	142,891	147,178	151,593	156,141	160,825
27	129,422	133,305	137,304	141,423	145,665	150,035	154,537	159,173	163,948	168,866
28	135,893	139,970	144,169	148,494	152,949	157,537	162,263	167,131	172,145	177,310
29	142,688	146,968	151,377	155,919	160,596	165,414	170,377	175,488	180,752	186,175
30	149,822	154,317	158,946	163,715	168,626	173,685	178,895	184,262	189,790	195,484
31	157,313	162,033	166,894	171,900	177,057	182,369	187,840	193,475	199,280	205,258



Next Steps

- FY 2024-25 Budget process



Questions





Thank You

