



CITY COUNCIL AGENDA REPORT

MEETING DATE: January 5, 2004

ITEM NUMBER:

SUBJECT: REVISION OF TWO INSPECTOR JOB TITLES

DATE: JANUARY 5, 2004

FROM: ADMINISTRATIVE SERVICES DEPARTMENT/PERSONNEL DIVISION

PRESENTATION BY: LANCE NAKAMOTO, PRINCIPAL PERSONNEL ANALYST

FOR FURTHER INFORMATION CONTACT: LANCE NAKAMOTO AT (714) 754-5172

RECOMMENDATION:

1. Adopt Resolution No. 04-_____ (Attachment 1), which amends Resolution No. 02-64 by revising the Chief Electrical Inspector and Chief Plumbing & Mechanical Inspector job titles to the new job classifications of Senior Electrical Inspector and Senior Plumbing & Mechanical Inspector respectively (Attachment 2, Attachment 3).

BACKGROUND/ANALYSIS:

The Building Division Inspection Section is lead by the Chief of Inspection position. The Chief of Inspection supervises, trains and provides direction to all inspection disciplines.

The title revisions will provide greater organizational clarity as to which position is the principal supervisor and leader of the Inspection Section. In tandem, the recommended action is one of the last remaining goals and recommendations of the Zucker study, which was a comprehensive organizational study completed on the Building Division in 1997. Specifically, the study recommended that clearer lines of authority be established within the Building Inspection Section.

ALTERNATIVES CONSIDERED:

This recommended action was the result of a thorough organizational study approved by the then City Council and City executives and as such, no other alternatives were considered.

FISCAL REVIEW:

No fiscal review is required for this item. Although the titles will be revised, the budgeted salary and benefits will remain unaffected.

LEGAL REVIEW:

The City Attorney’s Office has reviewed the attached documents and, where appropriate, approved them as to form. Also, the Costa Mesa City Employees Association (CMCEA) has been notified of the title changes and concurs with the recommended action.

CONCLUSION:

It is recommended that the City Council adopt Salary Resolution 04-_____ that establishes the new classifications as set forth in the attached documents.

LANCE M. NAKAMOTO
Principal Personnel Analyst

STEVEN E. HAYMAN
Administrative Services Director

MARC R. PUCKETT
Director of Finance

TOM WOOD
Acting City Attorney

DISTRIBUTION: City Manager
Acting City Attorney
Deputy City Clerk
Finance Director
Administrative Services Director

ATTACHMENTS: 1 [012004-Salary Resolution](#)
2 [012004-Sr Electrical Inspector Job Classification](#)
3 [012004-Sr Plumbing & Mechanical Inspector Job Classification](#)