



## AGENDA SUMMARY EUREKA CITY COUNCIL

**TITLE:** New Classification: Parking Enforcement Officer – Full Time

**DEPARTMENT:** Human Resources

**PREPARED BY:** Will Folger, Director of Human Resources

**PRESENTED FOR:** Action       Information only       Discussion

### **RECOMMENDATION**

Adopt a resolution of the City Council to add a new classification of Parking Enforcement Officer, to the City's Classification and Compensation Plan.

### **FISCAL IMPACT**

No Fiscal Impact       Included in Budget       Additional Appropriation

### **COUNCIL GOALS/STRATEGIC VISION**

### **DISCUSSION**

The full-time Parking Enforcement Officer classification is designed as an entry-level position to support the City's Public Works Department in the Code Enforcement Division.

Historically the position of Parking Enforcement Officer has been a temporary part-time position within the Records Division of the Eureka Police Department, however a need exists for a more robust full-time position and it will fall under the purview of Public Works Department– Code Enforcement Division.

This position will work closely with the City's existing code enforcement team, fostering collaboration and ensuring that operations run smoothly. Moreover, this role can serve as a stepping stone for individuals who may wish to pursue a career in code enforcement and can potentially transition into higher positions as they gain experience and meet necessary qualifications. Existing code enforcement staff will be cross-trained in parking enforcement, allowing for coverage when other employees are absent or when additional staffing is needed.

The recommendation to place the position of Parking Enforcement Officer at GC016 which is 4% above minimum wage and is in keeping with other positions in the City's compensation plan.

GC016	Annual	33,623	35,304	37,070	38,923	40,870
GC016	Monthly	2,802	2,942	3,089	3,244	3,406
GC016	Semi-monthly	1,400.97	1,470.99	1,544.57	1,621.79	1,702.91
GC016	Hourly	16.165	16.973	17.822	18.713	19.649

By this proposed action only the classification for Parking Enforcement Officer is being adopted into the City's approved Classification Plan, however no additional appropriation is being requested. The funds that will be generated by utilizing this classification will cover the cost of the position.

**Attached:**

**Classification Specification – Parking Enforcement Officer**

**REVIEWED AND APPROVED BY:**

- City Attorney
- City Clerk/Information Technology
- Community Services
- Development Services
- Finance
- Fire
- Human Resources
- Police
- Public Works