



City Council Agenda Item

City Council Meeting Date: November 4, 2025

TO: Dean Albro, City Manager

FROM: Amabelle Apolinario, Principal Human Resources Analyst
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SUBJECT: Adoption of Resolution No. 6785(25) Establishing Job Class Numbers and Salary Ranges for the Water Regulatory Compliance Specialist (RCS) Trainee and Water RCS I Positions, Amending the City's Classification and Compensation/Pay Plans, and Accepting and Adopting Amended IBEW 1245 Tentative Agreement

Recommendation:

Staff recommends the City Council adopt Resolution No. 6785(25) (Attachment 1), which will:

- 1) Approve the new job class numbers and salary ranges for the Water Regulatory Compliance Specialist (RCS) Trainee (job class 815) and Water Regulatory Compliance Specialist I (job class 816) positions; and
- 2) Amend and include them in the City's Compensation/Pay Plan; and
- 3) Accept and adopt Amended IBEW 1245 Tentative Agreement.

Background:

The Water Regulatory Compliance Specialist (RCS) classification series was approved by the City Council through Resolution No. 6774(25) (Attachment 2). The job description adopted under this resolution was structured as a series, encompassing three levels: RCS Trainee, RCS I, and RCS II.

However, the accompanying staff report and resolution referenced only the general classification "Water RCS" (job class 818), and the salary provided corresponded to the highest-level classification, RCS II (Attachment 3). Subsequent documents, including the IBEW tentative labor agreement and the budget book, only reflect job class 818 or the higher-level position, with no mention of Trainee or Level I. Job class numbers and salary ranges for these two lower levels were not established at the time of the initial approval.

Due to these inconsistencies between the job description, City Council resolution, labor agreements, and budget documents, it is imperative that staff address and correct these discrepancies to ensure consistent classification and compensation practices across all City documents.

Discussion:

Staff recommends that the City Council formally establish the RCS Trainee and RCS I classifications, including their salary ranges, and add them to the City's Compensation/Pay Plan.

Creating these lower-level classifications will support recruitment efforts and provide a structured career pathway, enabling an incumbent to advance through the series as they meet required certifications. Recruitment directly at the RCS II would be challenging, as the required certifications and experience significantly narrow the candidate pool. Establishing Trainee and Level I positions allows the City to attract candidates earlier in their career progression and provide on-the-job development opportunities.

On October 14, 2025, the City and representatives from the International Brotherhood of Electrical Workers (IBEW) Local 1245 met and conferred in good faith regarding the establishment of the RCS Trainee and RCS I classifications. Both parties discussed the proposed changes, and no objections were raised. As a result of this meet-and-confer process, the City and IBEW 1245 have jointly prepared and executed an Amendment to the Tentative Agreement dated August 12, 2025, reflecting the agreed-upon changes. This meet-and-confer process ensures compliance with the City's labor relations obligations and provides a collaborative foundation for implementing these classifications.

This action is consistent with the intent of Resolution No. 6774(25), aligns with existing labor agreements, and ensures the Water Utility Division has the flexibility needed to meet regulatory compliance and operational needs. **Importantly, establishing these positions does not create additional allocations or require new funding.**

Fiscal Impact:

There is no fiscal impact associated with this action. The salary ranges for the Trainee and Level I positions fall within the previously approved salary range for the highest-level classification (RCS II).

Conclusion:

Adoption of Resolution No. 6785(25) will formally establish the RCS Trainee (job class 815) and RCS I (job class 816) classifications, adopt their salary ranges, and incorporate them into the City's Compensation/Pay Plan. This action provides the structure needed to support recruitment, employee development, and operational effectiveness in the Water Utility Division without any additional fiscal impact.

Respectfully submitted,

Amabelle Apolinario, Principal Human Resources Analyst

APPROVED FOR SUBMITTAL TO THE CITY MANAGER:

Gabriel Garcia, Human Resources Director

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL:

Dean Albro, City Manager

Attachments: 1) Resolution No. 6785(25)
2) Water Regulatory Compliance Specialist (RCS) Series job description
3) Water RCS II Salary Table (Job Class 818)