

OFFICE OF THE CITY MANAGER  
DES MOINES, IOWA

CITY COUNCIL COMMUNICATION 96-301  
JULY 22, 1996 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
REVISED AND NEW JOB SPECIFICATIONS	◆ RESOLUTION ORDINANCE RECEIVE/FILE	LYNN LESLIE CIVIL SERVICE/PERSONNEL ADMINISTRATOR

**SYNOPSIS —**

The Community Development Director has recommended the revision and combination of several code enforcement inspector job classifications into newly defined combination inspector classifications and the establishment of a new specification for each as summarized below:

**Housing Conservation Inspector, Range 26 Municipal Employees Association (MEA) (\$34,653 - \$41,436)**

Combines existing Housing Safety Inspector, Range 25 MEA (\$33,144 - \$39,713) and Housing Rehabilitation Specialist, Range 25 MEA (\$33,144 - \$39,713).

**Neighborhood Health and Zoning Inspector, Range 26 MEA (\$34,653 - \$41,436)**

Combines existing Environmental Inspector, Range 25 MEA (\$33,144 - \$39,713) and Zoning Inspector, Range 25 MEA (\$33,144 - \$39,713).

**Senior Neighborhood Health and Zoning Inspector, Range 28 MEA (\$37,883 - \$45,528)**

Combines existing Senior Environmental Inspector, Range 27 MEA (\$36,161 - \$43,374) and Senior Zoning Inspector, Range 27 MEA (\$36,161 - \$43,374).

**Senior Housing Conservation Inspector, Range 28 MEA (\$37,883 - \$45,528)**

New job specification.

**FISCAL IMPACT —**

Funding for these positions is included in the budget approved by Council on March 4, 1996.

**RECOMMENDATION —**

Approval.

**BACKGROUND —**

The **Housing Conservation Inspector**, assigned to Range 26 (\$34,653 - \$41,436) of the MEA pay plan, will conduct residential property inspections for rehabilitation, enforcement of the Municipal Housing Code, or for weatherization purposes. This position combines the existing Housing Safety Inspector (Range 25 MEA) and the existing Housing Rehabilitation Specialist (Range 25 MEA) job specifications. The increase in salary from Range 25 to Range 26 is due to new, required certifications, and is the same salary range assigned to other inspector positions within the Community Development Department.

The **Neighborhood Health and Zoning Inspector**, assigned to Range 26 (\$34,653 - \$41,436) of the MEA pay plan, will inspect, investigate, and enforce the City's ordinances relating to environmental health, zoning, noise, odor and other related regulations. This position combines the existing Environmental Inspector and the existing

Zoning Inspector job specifications. The increase in salary from Range 25 to Range 26 is due to new, required certifications, and is the same salary range assigned to other inspector positions within the Community Development Department. The City and the MEA did not reach agreement on the recommended salary range, but have agreed to take the issue to arbitration as provided by state law.

The **Senior Neighborhood Health and Zoning Inspector**, assigned to Range 28 (\$37,883 - \$45,528) of the MEA pay plan, will assign, supervise, provide technical support, and assist other Health and Zoning Inspectors and staff in enforcing the City's ordinances and regulations relating to environmental health, zoning, noise, odor and other related regulations. In addition, incumbents will conduct specialized inspections and activities. This position is a combination of the existing Senior Environmental Inspector and the existing Senior Zoning Inspector job specifications. The increase in salary from Range 27 to Range 28 is due to new, required certifications, and is the same salary range assigned to other senior inspector positions within the Community Development Department.

The **Senior Housing Conservation Inspector**, assigned to Range 28 (\$37,883 - \$45,528) of the MEA pay plan, will assign, supervise, review, assist and provide technical support to Housing Conservation Inspectors, as well as conduct inspections and assist in special projects. This new position functions as a lead position, and is necessitated by the City's reorganization and the Community Development Department's restructuring. Assignment to Range 28 is consistent with the other senior inspector classifications within the Community Development Department.