

# STAFF REPORT

## City of Lancaster

CC 11
3/25/2025
TN

Date: March 25, 2025

To: Mayor Parris and the City Council

From: George Harris, Senior Director

Subject: Amending Employee Classification and Compensation Schedule and  
Reclassification of open position from Analyst to Assistant Director

---

### Recommendation:

Adopt **Resolution No. \_\_\_\_\_**, amending Resolution 25-XX, establishing a compensation schedule for various classifications of employees of the City of Lancaster and establishing the following changes:

- Reclass and appropriate funds for existing open position in the City Manager's Office
  - Analyst to Assistant Director for City Manager's Office
  - Appropriate \$18,600 in funds for the increase in pay from Analyst to Assistant Director for the remainder of the fiscal year

The City of Lancaster is dedicated to fostering innovation and advancing renewable hydrogen technologies. To lead these efforts, Jason Caudle was appointed CEO of Lancaster Energy, where he oversees day-to-day operations. With the City's partnership with FPH2 and the transition of personnel the reclassification of Analyst to Assistant Director is the determined need of the City Manager. This position will fill a key leadership role, assisting the City Manager, and ensuring the continued growth and development of all current and future city initiatives.

**G.C. Section 84308:** No

### Fiscal Impact:

Additional funding is projected to be required for reclassifying one (1) open position from Analyst to Assistant Director in the City Manager's Office with an estimated cost of \$18,600.00 for the remainder of the 2024-2025 fiscal year. Any necessary funding adjustments will be submitted in the annual budget for next fiscal year.

### Background:

The City of Lancaster is dedicated to fostering innovation and advancing renewable hydrogen technologies. To lead these efforts, Jason Caudle was appointed CEO of Lancaster Energy, where he oversees day-to-day operations. With the City's partnership with FPH2 and the transition of personnel, the reclassification of Analyst to Assistant Director is being requested by the City Manager. This position will fill a key leadership role, assisting the City Manager, and ensuring the continued growth and development of all current and future city initiatives, including but not limited to creating key performance indicators and leading the development of new technologies, as applicable.

**Attachment:**

Resolution