

**STAFF REPORT**  
**City of Lancaster**

CC 24

12/13/22

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Date: December 13, 2022

To: Mayor Parris and City Council Members

From: Kathleen Abaied, Human Resources Senior Manager  
Jason Caudle, City Manager

Subject: **Amending Classification Schedule and Increasing the Full Time Equivalent (FTE) Headcount**

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**Recommendations:**

1. Adopt Resolution 22-62, amending Resolution 21-65, establishing a compensation schedule for various classifications of employees of the City of Lancaster and adding 37 additional FTE positions.

**Fiscal Impact:**

The total cost of the additional FTE positions increases salary & benefit financial forecast projections by \$64,368.00 through June 30, 2022.

- No additional funding needs for thirty (30) FTE in the Public Safety Department;
- \$64,368 in additional funding required for one (1) FTE in the City Manager's Office;
- No additional funding needs for one (1) FTE in the Parks, Arts, Recreation, and Community Services Department; and
- No additional funding needs for five (5) Air Quality Management District (AQMD) positions.

**Background:**

The proposed thirty (30) new FTE will allow the Public Safety Department to provide additional law enforcement resources to aid in addressing crime and quality of life issues. With the current crime trends, the City recognizes the need to be proactive and create a system to mitigate potential serious issues. The City recently hired a new Public Safety Director who is providing a fresh perspective and creating a department to fill the highest needs within the community. By creating this new structure within Public Safety, it gives our city the ability to address the "root causes" behind some of these long-term issues. This will be accomplished through an extensive Hybrid

Policing program which includes hiring six City of Lancaster District Coordinating Peace Officers to enhance service to our community and supplement our existing Sheriff's Department law enforcement resources. as well as strong community engagement to ensure we are connecting with the citizens of Lancaster.

The program's strength lies in its holistic approach to providing not only public safety, but problem-solving and support. A community policing approach which involves proactive strategies with extensive community engagement and fostering more formal partnerships of service with the various community and social service organizations that intersect with public safety.

The Public Safety Department shall consist of three separate divisions:

- Community Policing
- Services
- Administration

Community Policing Division encompasses our Public Spaces and Law Enforcement Sections. The Public Spaces Section will include the Homeless Encampment Outreach Team, Parks and City Security Services, Emergency Operations Services, and Public Safety Technologies. The Law Enforcement Section will include resources dedicated to assist with traffic collision reporting, parking enforcement, code enforcement, and the city's Hybrid Policing Services.

The Services Division will include city resources dedicated to addressing social service issues in the community, including homelessness, education and youth diversion, mental health, and children and family services. In addition, building a strong partnership with our faith-based community to aid in addressing and identifying issues and working together to solve problems.

The Administrative Division will ensure city, county, state, and federal mandates are met, as well as oversee budget and contract compliance. The branch will also be responsible for policy and training development and grant research.

Two additional positions will be held within the City Manager's Office and the Parks, Arts Recreation and Community Services Department, assisting residents at the City Hall Main Entrance with various other needs. One (1) of these positions will be dedicated to helping residents with Passports.

Five (5) positions will be dedicated to the acquisition of the Antelope Valley Air Quality Management District.

**Attachments:**

Resolution No. 22-62