



CITY COUNCIL AGENDA STATEMENT



April 7, 2020

File ID: 20-0111

TITLE

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA AMENDING THE AUTHORIZED POSITION COUNTS IN THE CITY ATTORNEY'S OFFICE AND POLICE DEPARTMENT WITH A NET INCREASE IN AUTHORIZED STAFFING

RECOMMENDED ACTION

Council adopt the resolution.

SUMMARY

In an effort to address the needs of various departments and the City's workforce, the Human Resources Department, in conjunction with the affected departments, is proposing the addition and deletion of certain positions.

ENVIRONMENTAL REVIEW

The Director of Development Services has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is required.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

Not applicable.

DISCUSSION

In an effort to address the need of the City's workforce, the Human Resources Department, in conjunction with the Police Department, is proposing a position change. Additionally, on February 18, 2020, the City Attorney's Office brought forward a resolution to amend their fiscal year budget to fund the positions of Paralegal and City Attorney Investigator using existing department budget resources, which was subsequently approved by the City Council. While the City Attorney's Office noted that the classifications and salaries were added to the City's Classification Plan and Compensation Schedule as part of last year's budget process, the positions themselves were not added to the department's authorized position count. Human Resources staff is including the addition of these positions in this report. The following identifies the department, affected positions and proposed changes.

Department	Position Title	FTE
Police	Police Technology Manager	-1.00
	Smart Technology Officer	1.00
City Attorney	City Attorney Investigator	1.00
	Paralegal	1.00
Total City-Wide Position Changes (Net Increase/Decrease)		2.00

Approval of the resolution will approve amend the authorized position count in the City Attorney’s Office and Police Department with a net increase in authorized staff (City Attorney’s Office).

DECISION-MAKER CONFLICT

Staff has determined that the action contemplated by this item is ministerial, secretarial, manual, or clerical in nature and, as such, does not require the City Council members to make or participate in making a governmental decision, pursuant to California Code of Regulations Title 2, Section 18702.4(a). Consequently, this item does not present a conflict under the Political Reform Act (Cal. Gov’t Code § 87100, et seq.). Staff is not independently aware, and has not been informed by any City Council member, of any other fact that may constitute a basis for a decision maker conflict of interest in this matter.

CURRENT-YEAR FISCAL IMPACT

The position change in the Police Department is estimated to total a net cost of approximately \$4,200. There is anticipated salary savings projected in the department to absorb the additional cost, resulting in no net impact to the General Fund.

As noted in the City Attorney’s Office staff report, there will be no current year fiscal impact resulting from the funding of the Paralegal and City Attorney Investigator positions. Sufficient funds (approximately \$50,000) are available in the City Attorney’s Office existing FY 19/20 budget due to salary savings and reduction of outside attorneys’ fees through case management and the increased handling of cases “in-house”.

ONGOING FISCAL IMPACT

The ongoing costs associated with the position change in the Police Department is estimated at approximately \$18,909 annually. The overall cost will increase along with future cost of living adjustments and benefit changes.

The ongoing costs for the Paralegal and City Attorney Investigator are estimated at \$249,900 (\$119,326 for the Paralegal and \$129,574 for the City Attorney Investigator). The City Attorney’s Office indicates that they will fund these positions with new revenues generated by efforts to streamline processes and enhance cost recovery efforts resulting in no net impact to the General Fund.

ATTACHMENTS

None

Staff Contact: Courtney Chase, Director of Human Resources/Risk Management