



CITY COUNCIL AGENDA STATEMENT



February 19, 2019

File ID: 19-0027

TITLE

- A. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA AMENDING THE COMPENSATION SCHEDULE AND CLASSIFICATION PLAN TO REFLECT THE ADDITION OF THE MULTIMEDIA PRODUCTION SPECIALIST POSITION TITLE AND AMENDING THE AUTHORIZED POSITION COUNT (1) IN THE FIRE DEPARTMENT TO REFLECT A NET INCREASE IN AUTHORIZED STAFFING AND (2) IN THE CITY CLERK'S OFFICE TO REFLECT A CHANGE IN THE POSITION TITLE OF DEPUTY CITY CLERK I TO DEPUTY CITY CLERK II

- B. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2018-2019 COMPENSATION SCHEDULE EFFECTIVE MARCH 1, 2019, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

RECOMMENDED ACTION

Council adopt the resolutions.

SUMMARY

In an effort to address the needs of the 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 classifications.

Staff is also recommending approval of the revised Fiscal Year 2018-2019 Compensation Schedule effective March 1, 2019.

ENVIRONMENTAL REVIEW

Environmental Notice

The activity is not a "Project" as defined under Section 15378 of the California Environmental Quality Act State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3) no environmental review is required.

Environmental Determination

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

The Civil Service Commission adopted the amendment to the classification plan, subject to the approval of the City Council, at their February 7, 2019, meeting.

DISCUSSION

1. Classification Plan Change

Civil Service Rule 1.02(A), which applies to the City's classified positions, provides for necessary reviews and changes so that the City's classification plan is kept current, and that changes in existing classes, the establishment of new classes, or the abolition of classes are properly reflected in the classification plan.

In an effort to address the needs of the 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 classifications.

Department	Position Title	FTE
City Clerk	Deputy City Clerk I	-1.00
	Deputy City Clerk II	1.00
Fire	Multimedia Production Specialist	1.00
Total City-Wide Position Changes (Net Increase/Decrease)		1.00

Summary of New Classification

Position Title	Bargaining Group	E Step
Multimedia Production Specialist	ACE	\$2,453.75 bi-weekly

2. Compensation Schedule Requirement

California Code of Regulations, Title 2, Section 570.5 requires that, for purposes of determining a retiring employee's pension allowance, the pay rate be limited to the amount listed on a pay schedule that meets certain requirements and be approved by the governing body in accordance with the requirements of the applicable public meeting laws. The revised Fiscal Year 2018-2019 Compensation Schedule ("Compensation Schedule") was last approved by the City Council at their meeting of January 22, 2019. This item ensures continued compliance with California Code of Regulations, Title 2, Section 570.5, by ensuring the City has an up-to-date, publicly approved Compensation Schedule.

3. Resolutions

Approval of Resolution A will approve the addition of the Multimedia Production Specialist position title and amend the authorized position count (1) in the Fire Department with a net increase to authorized staffing and (2) in the City Clerk's Office to reflect a change in position title from Deputy City Clerk I to Deputy City Clerk II.

Approval of Resolution B will approve the revised Compensation Schedule effective March 1, 2019, to reflect the addition of the Multimedia Production Specialist position title.

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.

LINK TO STRATEGIC GOALS

The City's Strategic Plan has five major goals: Operational Excellence, Economic Vitality, Healthy Community, Strong and Secure Neighborhoods and a Connected Community. The position change supports the City-wide strategic goal of Operational Excellence by providing more accurate position titles that better reflect the needs of the City's workforce. Furthermore, approval of the revised Fiscal Year 2018-2019 Compensation Schedule and its posting on the City's internet website supports the goal of Operational Excellence as it enhances disclosure and transparency of employee compensation and, as a result, fosters public trust through an open and ethical government.

CURRENT-YEAR FISCAL IMPACT

The position change within the Fire Department is estimated to total a net cost of \$27,140. The funding for this position are funded in the ALS budget within the current transport contract agreement, resulting in no net fiscal impact to the General Fund.

The position change within the Office of the City Clerk is estimated to total a net cost of \$2,643. This amount will be absorbed within the current adopted budget. No additional appropriation is being requested at this time.

ONGOING FISCAL IMPACT

The ongoing costs associated with the proposed change in the Fire Department are estimated at approximately \$107,070 annually. The overall cost will increase along with future cost of living adjustments and benefit changes. Expenses for this position in succeeding fiscal years are funded in the ALS budget within the current transport contract agreement.

The ongoing costs associated with the change in the Office of the City Clerk is estimated to total a net cost of \$14,900. The overall cost will increase along with future cost of living adjustments and benefit changes. The cost will be incorporated into the baseline salary budget of the Office of the City Clerk in future fiscal years.

ATTACHMENTS

Revised Fiscal Year 2018-2019 Compensation Schedule Effective March 1, 2019

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