



CITY COUNCIL AGENDA STATEMENT



January 22, 2019

File ID: 19-0002

TITLE

- A. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA AMENDING THE COMPENSATION SCHEDULE AND CLASSIFICATION PLAN TO REFLECT THE ADDITION AND DELETION OF VARIOUS POSITION TITLES AND AMENDING THE AUTHORIZED POSITION COUNT IN THE POLICE AND FIRE DEPARTMENTS WITH A NET DECREASE IN AUTHORIZED STAFFING
- B. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2018-2019 COMPENSATION SCHEDULE EFFECTIVE JANUARY 4, 2019, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5
- C. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2018-2019 COMPENSATION SCHEDULE EFFECTIVE FEBRUARY 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 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 Schedules effective January 4, 2019 and February 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

Not applicable.

DISCUSSION

1. Classification Plan Changes

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 various departments and the City's workforce, the Human Resources Department, in conjunction with the affected departments, is proposing certain position changes as shown below. With regard to the deletion of 1.00 FTE Fire Captain, it is a result of the Fire and Human Resources Departments inadvertently taking duplicate items on December 18, 2018. This deletion will not have an impact to intended staffing. The following identifies the departments, affected positions and proposed changes.

Department	Position Title	FTE
Police	Community Service Officer	-1.00
	Senior Parking Enforcement Officer	1.00
	Secretary	-1.00
	Community Service Officer	1.00
Fire	Fire Captain	-1.00
Total City-Wide Position Changes (Net Increase/Decrease)		-1.00

Summary of New and Updated Classifications

Position Title	Bargaining Group	E Step
Police Support Services Aide	Unclassified, Hourly	\$13.63 hourly
Senior Parking Enforcement Officer	ACE	\$1,990.73 bi-weekly

Staff is also recommending elimination of the position title of Police Cadet (to be re-titled to Police Support Services Aide, noted above).

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 December 18, 2018. 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 and deletion of various position titles and amend the authorized position count in the Police and Fire Departments with a net decrease to authorized staffing.

Approval of Resolution B will approve the revised Compensation Schedule effective January 4, 2019 to reflect the correct salary for FA Program Assistant Supervisor. While the employee in the FA Program Assistant Supervisor classification was paid the correct salary, the January 4, 2019 Compensation Schedule approved by Council on December 18, 2018, inadvertently reflected the incorrect salary.

Approval of Resolution C will approve the revised Compensation Schedule effective February 1, 2019, to reflect the (1) addition of the Police Support Services Aide and Senior Parking Enforcement Officer position titles and the (2) deletion of the Police Cadet 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 changes support 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 Schedules 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 changes within the Police Department are estimated to total a net cost of \$146. There is anticipated salary savings projected in the department to absorb the additional cost, resulting in no net impact to the General Fund. The deletion of 1.00 FTE Fire Captain in the Fire Department has no net impact to the General Fund.

ONGOING FISCAL IMPACT

The ongoing costs associated with these proposed changes are estimated at approximately \$432 annually. The overall cost will increase along with future cost of living adjustments and benefit changes. The costs will be incorporated into the baseline salary budgets of the respective departments in future fiscal years.

ATTACHMENTS

1. Revised Fiscal Year 2018-2019 Compensation Schedule Effective January 4, 2019
2. Revised Fiscal Year 2018-2019 Compensation Schedule Effective February 1, 2019

Staff Contact: Courtney Chase