



# CITY COUNCIL AGENDA STATEMENT



December 10, 2019

File ID: 19-0559

## 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 COUNTS IN VARIOUS DEPARTMENTS WITH NO NET INCREASE IN AUTHORIZED STAFFING
- B. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2019-2020 COMPENSATION SCHEDULE EFFECTIVE DECEMBER 20, 2019, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5
- C. ORDINANCE OF THE CITY OF CHULA VISTA AMENDING CHULA VISTA MUNICIPAL CODE SECTION 2.05.010 TO ADD THE UNCLASSIFIED POSITION OF SMART TECHNOLOGY OFFICER (FIRST READING) (4/5 VOTE REQUIRED)

## RECOMMENDED ACTION

Council adopt the resolutions and place the ordinance on first reading.

## 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 position titles and salary range changes in accordance with the State's minimum wage for various unclassified hourly positions.

Staff is also recommending approval of the revised Fiscal Year 2019-2020 Compensation effective December 20, 2019 and to reflect the proposed position and salary range changes as noted in the previous paragraph.

## 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

### 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 the certain position changes. The following identifies the department, affected positions and proposed changes.

Department	Position Title	FTE
Various	Management Analyst	-6.00
	Management Analyst II	6.00
<b>Total City-Wide Position Changes (Net Increase/Decrease)</b>		<b>0.00</b>

### Summary of New Classifications

Position Title	Bargaining Group	E Step
Management Analyst I	ACE	\$2,938.81/Bi-Weekly
Management Analyst II	ACE / CONF	\$3,232.68/Bi-Weekly
Smart Technology Officer	SM	\$4,959.92/Bi-Weekly
Recreation Leader	UCHR	\$16.01/Hour

Staff is also recommending elimination of the Management Analyst, Recreation Leader I and Recreation Leader II position titles (to be re-titled to Management Analyst II and Recreation Leader, respectively and as noted above).

### 2. State Minimum Wage Law

In September 2013, the California Legislature enacted legislation signed by the Governor of California, which included raising the minimum wage to \$13.00 per hour effective January 1, 2020. To ensure compliance with the State's minimum wage law, staff is proposing: (1) adjusting the salary rate for those classifications with an hourly rate of less than \$13.00 to \$13.00; (2) eliminating the C Step salary (currently \$12.54 per hour) for the Animal Care Aide classification and the C and D Step salaries (currently \$12.36 and \$12.98 per hour) for the Police Support Services Aide classification; and (3) deleting the Recreation Leader I position title and re-titling Recreation Leader II to Recreation Leader (effectively merging the Recreation Leader I and II position

titles into Recreation Leader) effective December 20, 2019. These resulting salary rates are shown below:

Position Title	PCN	Bargaining Group	Hourly Rate				
			A Step	B Step	C Step	D Step	E Step
Animal Care Aide	5316	Unclassified Hourly	-	-	-	\$13.20	\$13.90
Clerical Aide	0241	Unclassified Hourly	-	-	-	-	\$13.00
Library Aide	7181	Unclassified Hourly	-	-	-	-	\$13.00
Police Support Services Aide	5207	Unclassified Hourly	-	-	-	-	\$13.63
Recreation Aide	7605	Unclassified Hourly	-	-	-	-	\$13.00
Recreation Leader	7607	Unclassified Hourly	\$13.17	\$13.83	\$14.52	\$15.25	\$16.01
Seasonal Assistant	0231	Unclassified Hourly	-	-	-	-	\$13.00

### 3. 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 2019-2020 Compensation Schedule ("Compensation Schedule") was last approved by the City Council at their meeting of October 15, 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.

### 4. Resolutions

Approval of Resolution A will approve the addition and deletion of various position titles and amend the authorized position count in the various Departments with no net increase in authorized staffing.

Approval of B will approve the revised Compensation Schedule effective December 20, 2019, to reflect the: (1) addition of the Management Analyst I, Management Analyst II, Recreation Leader, and Smart Technology Officer position titles; (2) the deletion of the Management Analyst, Recreation Leader I and Recreation Leader II position titles; and (3) salary range adjustments for the Animal Care Aide, Clerical Aide, Library Aide, Police Support Services Aide, Recreation Aide, and Seasonal Assistant position titles.

### 5. Unclassified Ordinance

Lastly, Chula Vista Municipal Code Section 2.05.010 requires updating to reflect the position changes impacting the unclassified positions. Chula Vista City Charter Section 500(a) requires that all unclassified positions not mentioned specifically in Charter Section 500(a) be adopted by ordinance. Adoption of the Ordinance will add the position title of Smart Technology Officer to Municipal Code section 2.05.010.

### **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 FISCAL IMPACT**

The changes required as part of the State's new minimum wage law are estimated to total a net cost of approximately \$66,047 and will not have a net impact on the General Fund. Affected departments will absorb the cost increase within existing budgeted hourly wages. If necessary, staff will request additional appropriations as part of the Quarterly Financial Report. There are no other fiscal impacts associated with this item.

### **ONGOING FISCAL IMPACT**

The ongoing costs associated with these proposed changes are estimated at approximately \$132,095 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 2019-2020 Compensation Schedule Effective December 20, 2019