



City of Chula Vista

Staff Report

File#: 14-0689, **Item#:** 7.

A. RESOLUTION NO. 2014-244 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA SETTING THE ANNUAL SALARY FOR THE ELECTED CITY ATTORNEY AT \$184,610 EFFECTIVE DECEMBER 9, 2014

B. RESOLUTION NO. 2014-245 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA AMENDING THE COMPENSATION SCHEDULE AND CLASSIFICATION PLAN TO REFLECT THE ADDITION OF THE DIRECTOR OF HUMAN RESOURCES POSITION TITLE; CHANGE IN THE BARGAINING UNIT DESIGNATION FOR THE SENIOR POLICE TECHNOLOGY SPECIALIST; AMENDING THE AUTHORIZED POSITION COUNT IN THE HUMAN RESOURCES DEPARTMENT WITH NO NET CHANGE IN AUTHORIZED STAFFING; AND APPROPRIATING FUNDS THEREFOR (4/5 VOTE REQUIRED)

C. RESOLUTION NO. 2014-246 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2014/2015 COMPENSATION SCHEDULE AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

RECOMMENDED ACTION

Council adopt the resolutions.

SUMMARY

Staff is requesting a correction to the effective date of the annual salary for the elected City Attorney, based on the start of the new term of the City Attorney; various amendments to the City's Compensation and Classification Plan; and amendment to the authorized position count in the Human Resources Department with no net change in authorized staffing.

ENVIRONMENTAL REVIEW

The Development Services Director 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(b)(2) of the State CEQA Guidelines because it is a personnel related action; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

BOARD/COMMISSION RECOMMENDATION

Not Applicable

DISCUSSION

In June 2012, voters approved an amendment to the City Charter that set the annual salary of the elected City Attorney to be equivalent to the salary of a Judge of the Superior Court of the State of California, with the salary change effective upon the start of the new term of the City Attorney.

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In accordance with the City Charter, the terms of elected officials start on the first Tuesday of December of the year of the election; however, if the official results for the election are not certified by this day, the term starts upon taking the oath of office, which is given at the first scheduled City Council meeting following certification of the election results.

On August 12, 2014, staff brought forward a resolution setting the annual salary for the elected City Attorney at \$184,610 effective December 2, 2014 (the first Tuesday of December following the election), which was subsequently approved by the City Council. However, staff has since learned that the new term for City Attorney will begin on December 9, 2014, the first scheduled City Council meeting following certification of the election results. Approval of Resolution A would set the annual salary of the elected City Attorney at \$184,610, effective December 9, 2014, the start of the new term of the City Attorney.

Currently, oversight of the daily operations of the Human Resources Department resides with the Assistant Director of Human Resources, while ultimate responsibility for the Department lies with one of two Deputy City Managers. Given the responsibilities of this Deputy City Manager and with the impending retirement of the Assistant Director of Human Resources effective April 3, 2015, the Human Resources Department will be re-organized to return full responsibility for the department to a Director of Human Resources. Additionally, a Senior Human Resources Analyst will be converted to Principal Human Resources Analyst to allow for oversight of the Employment Services (Human Resources Operations) Division. The employee group and E Step salary for the Director of Human Resources will be as follows:

Position Title	Employee Group	Bi-Weekly E-Step Salary
Director of Human Resources	EXEC	\$6,280.97

This change will result in the addition of 1.0 Director of Human Resources and 1.0 Principal Human Resources Analyst positions and the removal of 1.0 Assistant Director of Human Resources and 1.0 Senior Human Resources Analyst positions in the fiscal year 2014-15 authorized position count of the Human Resources Department. The Director of Human Resources position will be underfilled at the Assistant Director of Human Resources level until the incumbent's retirement on April 3, 2015.

On November 18, 2014, the City Council approved amendments to the City's Compensation Schedule and Classification Plan that included the establishment of a Senior Police Technology Specialist in the Police Department. In this staff report, staff inadvertently noted the bargaining unit for Senior Police Technology Specialist position title as Service Employee's International Union Local 221\Chula Vista Employees Association (SEIU\CVEA). After a review, it has been determined that the appropriate bargaining unit designation would be Chula Vista Mid Managers/Professional Association (MM/PROF), SEIU Local 221.

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 Fiscal Year 2014-2015 Compensation

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Schedule ("Compensation Schedule") was originally approved by the City Council at their meeting of July 8, 2014, with the most recent revision of the Compensation Schedule approved by the City Council on December 2, 2014. Approval of Resolution C will approve the revised Compensation Schedule to reflect the addition of the Director of Human Resources position title, reflect the change in the bargaining unit designation for Senior Police Technology Specialist; and reflect the annual salary for the elected City Attorney effective December 9, 2014.

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 for the appropriate classifications to provide human resources support to City departments and employees. Furthermore, approval of the revised Fiscal Year 2014-2015 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 proposed changes in the Human Resources result in a fiscal impact of approximately \$59,800. Of this cost, approximately \$37,000 are one-time costs. The appropriation to the Human Resources Department will be offset by a reduction in the Administration Department's Personnel Services budget - resulting in no net fiscal impact to the General Fund in the current fiscal year.

No budget amendments are needed for the proposed changes in the City Attorney and Police departments.

ONGOING FISCAL IMPACT

The annualized costs of these personnel changes will be incorporated into the fiscal year 2015-16 proposed budget, which will be considered by the City Council as part of the normal budget process.

ATTACHMENTS

Revised Fiscal Year 2014-2015 Compensation Schedule

Staff Contact: Kelley K. Bacon