



City of Chula Vista

Staff Report

File#: 16-0471, Item#: 8.

A. RESOLUTION NO. 2016-245 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA (1) AMENDING THE COMPENSATION SCHEDULE AND CLASSIFICATION PLAN TO REFLECT THE ADDITION AND REMOVAL OF VARIOUS POSITION TITLES; (2) AMENDING THE AUTHORIZED POSITION COUNT IN THE POLICE DEPARTMENT WITH NO NET CHANGE IN AUTHORIZED STAFFING; AND (3) ELIMINATING A-STEP SALARY FOR THE RECREATION AIDE CLASSIFICATION THEREBY SETTING THE STARTING SALARY AT B-STEP TO ENSURE COMPLIANCE WITH THE STATE'S MINIMUM WAGE LAW

B. RESOLUTION NO. 2016-246 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA AMENDING THE COMPENSATION SCHEDULE TO REFLECT A SALARY INCREASE FOR CITY ATTORNEY (ELECTED) IN ACCORDANCE WITH SECTION 503(C) OF THE CITY OF CHULA VISTA CITY CHARTER

C. RESOLUTION NO. 2016-247 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2016-2017 COMPENSATION SCHEDULE EFFECTIVE NOVEMBER 25, 2016, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, REFLECTING CORRECT SALARY FOR POLICE RECRUIT

D. RESOLUTION NO. 2016-248 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2016-2017 COMPENSATION SCHEDULE EFFECTIVE DECEMBER 9, 2016, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, REFLECTING SALARY FOR CITY ATTORNEY AND ADDITIONS OF IT TECHNICIAN AND POLICE TECHNOLOGY MANAGER CLASSIFICATIONS (AND ATTENDANT SALARIES) AND REMOVAL OF SENIOR POLICE TECHNOLOGY SPECIALIST CLASSIFICATION

E. RESOLUTION NO. 2016-249 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2016-2017 COMPENSATION SCHEDULE EFFECTIVE DECEMBER 23, 2016, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, REFLECTING ELIMINATION OF A-STEP SALARY FOR RECREATION AIDE, THEREBY BEGINNING SALARY AT B-STEP TO COMPLY WITH STATE MINIMUM WAGE LAWS

F. RESOLUTION NO. 2016-250 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING THE REVISED FISCAL YEAR 2016-2017 COMPENSATION SCHEDULE EFFECTIVE JANUARY 6, 2017, AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, REFLECTING MOU REQUIRED SALARY INCREASE FOR POSITIONS REPRESENTED BY CHULA VISTA POLICE OFFICERS' ASSOCIATION

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RECOMMENDED ACTION

Council adopt the resolutions.

SUMMARY

The item addresses several human resources matters related to classifications and salaries. They include the following:

- (1) 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 reclassification of one position and the addition of two new classifications.
- (2) Sections 503(c) of the City of Chula Vista City Charter establishes the compensation for the elected City Attorney. The City recently received notification of a salary change for the position of Judge of the Superior Court of the State of California, to which the salary for the elected City Attorney is tied. As such, to comply with the City Charter, a salary adjustment is required.
- (3) In order to ensure compliance with the State's minimum wage law, staff is proposing a salary range adjustment for the Recreation Aide classification.
- (4) Amend the Compensation Schedule as required by CalPERS to reflect the current salaries for Police Recruit, City Attorney, Recreation Aide, employees represented by CVPOA, and the addition of IT tech and Police Technology Manager classifications and attendant salaries.

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 RECOMMENDATION

The Civil Service Commission adopted the amendment to the classification plan, subject to the approval of the City Council, at their December 6, 2016 meeting.

DISCUSSION

[Classification Matters] 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 is proposing two new classifications and the reclassification of one position. The following identifies the department, affected position and proposed changes.

Department	Position Title	FTE
Police	Senior Police Technology Specialist	-1.00
	Police Technology Manager	1.00
Total City-Wide Position Changes (Net Increase/Decrease)		0.00

Summary of New Classifications

Position Title	PCN	Bargaining Group	E-Step Salary
Information Technology Technician	3017	CVEA	\$2,355.69
Police Technology Manager	5209	MM	\$4,062.42

Resolution A will effectuate the above changes.

[Charter Mandated Salary City Attorney] Section 503(c) of the City of Chula Vista City Charter establishes the compensation for the elected City Attorney. The section states, in part, "The annual salary of the elected City Attorney shall be equivalent to the salary of a Judge of the Superior Court of the State of California." The City received notification of a salary change for the position of Judge of the Superior Court of the State of California setting the annual salary at \$191,612 effective July 1, 2016. Therefore, to comply with the City Charter, the annual salary for the elected City Attorney will be adjusted to \$191,612 effective July 1, 2016, based on the based on the September 29, 2016 letter from the Judicial Council of California. Resolution B will effectuate the aforementioned salary increase.

[Recreation Aide Minimum Wage Requirements] In September 2013, the California Legislature enacted legislation signed by the Governor of California, which included raising the minimum wage to \$10.50 per hour effective January 1, 2017. To ensure compliance with the State's minimum wage law, staff is proposing the elimination of A-Step salary (currently \$10.00 per hour) for the Recreation Aide classification effective December 23, 2016. Thus, the Receptions Aide classification will start employment at the B-step salary.

Position Title	PCN	Bargaining Group	Hourly Rate				
			A Step	B Step	C Step	D Step	E Step
Recreation Aide	7605	Unclassified, Hourly	--	\$10.50	\$11.03	\$11.58	\$12.16

[CalPERS Required Compensation Schedules] 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

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approved by the governing body in accordance with the requirements of the applicable public meeting laws. The revised Fiscal Year 2016-2017 Compensation Schedule ("Compensation Schedule") was last approved by the City Council at their meeting of November 15, 2016.

Approval of Resolution C will approve the revised Compensation Schedule effective November 25, 2016, to reflect the correct salary for Police Recruit which was approved by the City Council at their November 15, 2016 meeting but inadvertently not reflected on the revised Compensation Schedule at this meeting.

Approval of Resolution D will approve the revised Compensation Schedule effective December 9, 2016, to reflect the salary adjustment for the City Attorney (Elected) position title effective July 1, 2016; the addition of the Information Technology Technician and Police Technology Manager position titles; and the deletion of the Senior Police Technology Specialist position title.

Approval of Resolution E will approve the revised Compensation Schedule effective December 23, 2016 to reflect the elimination of the A-Step salary for Recreation Aide.

Approval of Resolution F will approve the revised Compensation Schedule effective January 6, 2017 to reflect the scheduled MOU required salary adjustment (consisting of a 3% salary increase) for positions represented by the Chula Vista Police Officers' Association, as negotiated in their Memorandum of Understanding.

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 reclassification, new classification and salary adjustment 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 and salaries that attract and retain quality employees. Furthermore, approval of the revised Fiscal Year 2016-2017 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 estimated fiscal year 2016/17 cost for the combined salary changes is \$3,898. Hourly employees within the Recreation Department will be affected by the proposed change, however no appropriations are being recommended. The department will monitor the hourly budget to mitigate the impact.

The net impact of the City Attorney Salary change is estimated at \$2,618. At this time no appropriation is being requested as staff anticipates that the department will be able to absorb this additional cost through anticipated salary savings.

The net impact of the changes within the Police Department is anticipated at \$1,280. No appropriation is being requested at this time as staff will look for offsetting savings within the department budget. It is important to note that in the fiscal year 2016/17 1st Quarter Financial Report, the Police Department was projected to end the current year at a deficit of \$0.9 million. Staff is closely monitoring the department expenditures to look for potential cost savings measures in order to remain within budget, and if necessary, staff will request additional appropriations as part of the Quarterly Financial Report.

ONGOING FISCAL IMPACT

Ongoing costs associated with these salary increases will be incorporated into subsequent fiscal year budgets.

ATTACHMENTS

1. Memorandum from the Judicial Council of California dated September 29, 2016
2. Revised Fiscal Year 2016-2017 Compensation Schedule Effective November 25, 2016
3. Revised Fiscal Year 2016-2017 Compensation Schedule Effective December 9, 2016
4. Revised Fiscal Year 2016-2017 Compensation Schedule Effective December 23, 2016
5. Revised Fiscal Year 2016-2017 Compensation Schedule Effective January 6, 2017

Staff Contact: Courtney Chase