

RESOLUTION 2018-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO RATIFYING THE ADDITION OF A PART TIME, 12-MONTH LIMITED TERM ENVIRONMENTAL PROGRAM ANALYST POSITION (0.5 FTE) IN THE PUBLIC WORKS DEPARTMENT FOR FY2018/19 AND AMENDING THE CITY'S CLASSIFICATION & COMPENSATION PLAN FOR FY2018/19 TO REFLECT THIS CHANGE

WHEREAS, this action is consistent with the adopted Policy Items, *Reorganizational Analysis* and *Fiscal Sustainability* in the FY2018-21 Council Priority Workplan, effective November 1, 2017;

WHEREAS, this is not a project as defined by CEQA;

WHEREAS, on June 18, 2018 the City Council adopted Resolution 2018-090 to amend the City's Classification & Compensation Plan and, thus, approved several staffing changes and revised salary schedules for the various employee groups to be effective July 1, 2018 for FY2018/19;

WHEREAS, in relation to this item, staff provided last minute correspondence to the City Council involving a staffing addition in the Public Works Department of a part-time, 12-month, limited term Environmental Program Analyst position;

WHEREAS, this staffing addition is needed in order to manage the workload associated with multiple environmental grants that the City has been recently awarded;

WHEREAS, the existing Organization Chart will be amended to reflect the addition of this position (see Draft Organization Chart attached as Exhibit A) as follows:

- (+0.5 position) add part-time Environmental Program Analyst;

WHEREAS, the addition of this position was previously included with the staff recommendation and reviewed by the Council's Budget, Fiscal & Legislative Standing Committee on June 12 and was recommended for approval by the full Council; however, the addition of this position was inadvertently omitted from the original Council report and Resolution regarding the Classification & Compensation Plan Amendment for FY 2018/19 and thus added at the meeting to ensure effectiveness on July 1, 2018;

WHEREAS, in an abundance of caution, staff proposes that the City Council also adopt this Resolution ratifying the addition of this position to the Public Works Department and further amending the City's Classification & Compensation Plan for FY18/19 to reflect this addition; and

WHEREAS, the fiscal impact of this additional position is as described below, and no additional appropriations are being requested:

- **Public Works – Part-time Environmental Program Analyst staff addition**
Funding transfers will cover costs – no additional appropriation needed:
the total salary and benefits cost of adding a part-time Environmental Program Analyst is \$37,500 and is already covered through a reduction in budget for professional services that would otherwise have been required for this work (from 255-3510-43600 to 255-3510-41000) per Resolution 2018-082, adopted on June 18, 2018). Since this is a limited-term position, the funding transfer from professional services to salaries will only continue during the term of the position.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo hereby ratifies the addition of a part-time, limited term Environmental Program Analyst position (0.5 FTE) for FY2018/19; and amends the City's Classification and Compensation Plan for FY2018/19 (Organizational Chart) to reflect such change.

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ADOPTED this 2nd day of July, 2018, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Elizabeth Pabon-Alvarado, City Clerk

Genoveva Garcia Calloway, Mayor