

RESOLUTION 2019-026

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) APPROVING AN AMENDMENT TO THE CITY'S CLASSIFICATION AND COMPENSATION PLAN UPDATING JOB DESCRIPTIONS AND SALARY RANGE SCHEDULE FOR CITY CLASSIFICATIONS EFFECTIVE MARCH 1, 2019, IN THE REPRESENTED UNIT OF OPERATING ENGINEERS LOCAL UNION NO. 3 (OE3); (2) APPROVING UPDATED SALARY SCHEDULE FOR PART-TIME CLASSIFICATIONS; AND (3) AUTHORIZING THE CITY MANAGER OR DESIGNEE TO IMPLEMENT THE PROPOSED AMENDMENTS

WHEREAS, staff engaged a consultant to perform a comprehensive review of all citywide job descriptions that has resulted in various proposed amendments to the City's Classification and Compensation Plan (the Plan) that are detailed in this resolution;

WHEREAS, these amendments to the Plan are consistent with the adopted Policy Items, *Reorganizational Analysis* and *Fiscal Sustainability* in the FY2018-21 Council Priority Workplan, effective November 1, 2017;

WHEREAS, these amendments are not a project as defined by CEQA;

WHEREAS, the City has met its obligation under the MMBA (Meyers-Milias Brown Act) to meet and confer with OE3, the affected labor union with respect to the new classifications and the corresponding salary and benefits other than the part-time classifications; the union has agreed to the proposed amendments and has signed a side letter agreeing to such changes;

WHEREAS, to be consistent throughout the City, several new specifications are recommended as additions to the City's Plan including: Fiscal Clerk I/Fiscal Clerk II (Non-Confidential), Maintenance Worker I/II, and Permit Technician I/II;

WHEREAS, to update the City Plan by deleting outdated or unused classifications, the following recommended deletions include: Maintenance Worker III and Permit Technician;

WHEREAS, as a result of the review it was found that several positions should be reallocated based on the body of work performed including: Fiscal Clerk I (OE3) to Accounting Technician (Confidential) (1 position); Permit Technician to Senior Permit Technician (1 position); Administrative Clerk II to Senior Administrative Clerk (1 position); Administrative Clerk I (OE3) to Community Services Coordinator I (AIE) (1 position); Maintenance Worker III to Senior Maintenance Worker (5 positions); and Senior Maintenance Worker (OE3) to Maintenance Supervisor (AIE) (2 positions);

WHEREAS, as a result of the proposed newly added classifications as well as internal and equity adjustments, the Salary Range Schedules for the affected bargaining unit have been revised which will be effective March 1, 2019, the first day of the pay period following the meeting in which the City Council has approved the changes;

WHEREAS, a review of the City's part-time classifications resulted in several updated job descriptions and a review of the salary schedule which resulted in a recommendation to increase Step A of three of the part-time classifications which had salary ranges that started below the current State Minimum Wage to \$12 per hour due to the change in the State Minimum Wage effective January 1, 2019;

WHEREAS, the anticipated cost of the additional positions and salary range adjustments is approximately \$31,000 in salary costs in FY 2018/19 and will be absorbed within departmental budgets;

WHEREAS, the anticipated cost of the reallocations and salary range adjustments is estimated to be approximately \$93,000 in salary costs in FY 2019/20 and FY 2020/21, which will be addressed in the Mid-Cycle Update to the FY 2108-21 Quadrennial Budget; and

WHEREAS, the proposed new and retitled job descriptions are attached as Exhibit A, the proposed revised Salary Schedules are attached as Exhibits B-1 and B-2, and the current and proposed Organizational Charts are attached as Exhibits C-1 and C-2.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo hereby approves the amendments to the City's Classification and Compensation Plan for FY 2018/19 described herein including:

1. New and retitled job descriptions (Exhibit A);
2. Updated salary schedules (Exhibits B1-B2);
3. Amendments to the City's Organizational Chart (Exhibit C2).

BE IT FURTHER RESOLVED that the City Manager or designee is hereby authorized to implement these changes to the Plan.

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ADOPTED this 19th day of February, 2019, by the following vote:

AYES:	COUNCILMEMBERS:	Pineda, Xavier, Pabon-Alvarado and Kinney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	Cruz
ABSTAIN:	COUNCILMEMBERS:	None

ATTEST:

APPROVED:

/s/ Patricia Ponce
Patricia Ponce, City Clerk

/s/ Rich Kinney
Rich Kinney, Mayor