



## Legislation Text

File #: 2022-846, Version: 1

### Report to Mayor and City Council

Tuesday, October 18, 2022

Consent

#### **SUBJECT:**

**CONSIDERATION OF RESOLUTION 22-215, AMENDING THE FISCAL YEAR 2022-23 BUDGET, IN VARIOUS DEPARTMENTS, FOR THE ADJUSTMENT OF SALARIES AND BENEFITS OF PERSONNEL PROPOSED IN THE PHASE II, PART "A" RESTRUCTURING PLAN (CITY COUNCIL)**

#### **I. SUMMARY**

Staff is presenting Phase II, Part "A" of the Restructuring Plan for City Council consideration and approval. This portion of the Restructuring Plan is to provide a detailed proposal of all impacted classifications for the betterment of the organization. Part "A" will be specifically relegated to multiple department reclassifications in the City to ensure equity and proper assignment of tasks. Positions identified within this staff report are those recommended reclasses to enhance the service of the residents with a minimal fiscal impact.

#### **II. RECOMMENDATION**

TAKE the following actions:

1. CONSIDER and APPROVE the Phase II, Part "A" restructuring plan to better align the scope of work and improve efficiency of personnel within various departments and workgroups; and
2. WAIVE further reading and ADOPT Resolution No. 22-215, "A RESOLUTION OF THE CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2022-23 BUDGET, IN VARIOUS DEPARTMENTS, FOR THE ADJUSTMENT OF SALARIES AND BENEFITS OF PERSONNEL PROPOSED IN THE PHASE II, PART "A" RESTRUCTURING PLAN."

1.

#### **III. ALTERNATIVES**

TAKE another action that City Council deems appropriate.

**IV. BACKGROUND**

Staff is presenting Phase II, Part “A” of the Restructuring Plan for City Council consideration and approval. This portion of the Restructuring Plan is to provide a detailed proposal of all impacted classifications for the betterment of the organization. Part “A” will be specifically relegated to multiple department reclassifications in the City to ensure equity and proper assignment of tasks. Positions identified within this staff report are those recommended reclasses to enhance the service of the residents with a minimal fiscal impact. The proposed personnel actions are as follows:

Proposed Position Title	Current Position Title	Action	Dept
HR Manager	Sr HR Analyst	Reclass	HR
Administrative Analyst	Administrative Secretary	Reclass	HR
Assist to the City Manager	Assist to the City Manager	Salary Adjust	CMO
Senior Clerk	Senior Clerk	Step Adjust	Clerk
Deputy City Clerk	Deputy City Clerk	Salary Adjust	Clerk
Administrative Secretary	Typist Clerk II	Reclass	ES
Administrative Specialist	Planning Secretary	Reclass	SIPM
Public Information Analyst	Graphic Designer II	Reclass	PIO/SIPM
City Engineer	Principal Civil Engineer	Reclass	PW
Assistant Planner	Planning Technician	Reclass	CD
Associate Planner	Assistant Planner	Reclass	CD
Senior Planner (existing)	Associate Planner	Promote	CD
Associate Planner	Senior Planner (existing)	Fill	CD
Special Projects Manager	Project Manager	Reclass	CD
Administrative Specialist	Division Secretary	Reclass	CD
Econ Dev Manager	Comm Dev Manager	Reclass	ED
Planning Secretary	Typist Clerk	Reclass	CD

Contingent upon future anticipated revenue from various projects and initiatives currently being developed, staff may return at a future meeting to present a Phase II, Part B restructuring plan that proposes multiple new positions to better serve Carson residents. The Part B plan will further supplement the existing workforce to ensure that departments have sufficient personnel to meet the needs of the community in areas of maintenance, administration, planning, public safety, and human resources.

**V. FISCAL IMPACT**

The proposed Phase IIA restructuring plan will result in an annual net expenditure increase of \$93,964.24 in salaries and benefits. However, approval of the plan and adoption of the proposed budget resolution will result in a pro-rata allocation of \$54,812.47, as five months

have already passed in the current fiscal year. The effective date of the proposed personnel actions would be November 2022. Resolution No. 22-215 would amend the Fiscal Year 2022-23 budget by transferring \$54,812.47 from the General Fund Reserve to salaries and benefits in various department operating budgets in the current fiscal year.

## **VI. EXHIBITS**

1. Resolution No. 22-215 - Budget Amend, Restructuring Phase IIA (pgs. 3-5)

Prepared by: City Manager's Office