



CITY OF CARSON

Legislation Text

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Report to Mayor and City Council

Tuesday, September 10, 2019

Discussion

SUBJECT:

DISCUSS THE PROPOSED SALARY RANGE FOR THE PART-TIME COUNCIL AIDE POSITIONS (CITY COUNCIL)

I. SUMMARY

This item is on the agenda at the request of Mayor Pro Tem Cedric Hicks and Councilmembers Lula Davis-Holmes and Jim Dear. City Council has directed Staff to conduct research and benchmarks for a part-time City Council support role. The part-time role will be responsible for performing a wide variety of responsible administrative and field support duties to members of the City Council which will include accompanying the City Council at various meetings and functions in the community and establishing effective relationships with businesses and constituents, among other related duties.

Staff has conducted the required research, will propose a job spec and recommended compensation for the identified part-time need.

II. RECOMMENDATION

Receive and file.

III. ALTERNATIVES

N/A

IV. BACKGROUND

Based upon direction from City Council, Staff has conducted research and examined benchmark data for a part-time Council support role. Based upon the City's Employer-

Employee Relations Resolution (EERR) requirements, Staff is confirming that the following proposed timeline would be required to effectuate the part-time role -

- Notice Memo Sent to potentially affected Bargaining Groups w/Job Spec and proposed compensation
- Mandatory Meeting under EERR w/potentially affected bargaining group(s)
- Decision Issued by Faye Moseley, Director of Human Resources, to potentially affected Bargaining Groups

If there is a timely Appeal filed within 15 days of notice of the Decision.....

City Manager considers the Appeal and hears the matter or refers to a third party for a hearing and advisory recommendation within 30 days of the filing of the Appeal. City Manager issues decision.

The City Manager's decision may then be appealed to the City Council for final determination. No timeline established by EERR.

V. FISCAL IMPACT

It is as of yet undetermined.

VI. EXHIBITS

None.

Prepared by: Faye Moseley, Director of Human Resources & Risk Management