



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