



Agenda Briefing

Date of Meeting: January 7, 2020

Responsible Department: City Manager's Office

Presenter: Gayle Cook, City Manager

Briefing Prepared By: Gayle Cook, City Manager

Strategic Focus Area: City Services

General Information / Subject:

Approval of Ordinance 2020-06, Ratifying Amendment of Step Pay Scale for Police for the positions of Police Sergeant and Police Lieutenant.

Executive Summary / Background:

During the city's budget process, city council approved the fiscal budget that included the proposed and accepted changes to classified civil service and non-classified personnel compensation plans. These plans are inserted into the Personnel budgets that are then reflected within each Salaries line per department. Therefore, the budget ordinance with the final department budgets with any recommended changes that are made and discussed during budget workshops are voted upon by ordinance.

For FY 2019-20, after the adoption of the budget, the civil service compensation plan was changed by the City Manager for the Sergeant and Lieutenant ranks. This administrative change was budgetarily feasible and made to adjust the compensation plan due to a recommended eligible candidate officer that tested for the position of Sergeant.

The eligible candidate was at the last step in the Police Officer rank and the promotion into a Sergeant rank at the starting step would have been a decrease or zero increase with the current compensation plan as previously adopted within the budget process.

The city went through the last formal compensation study with outside consults in 2015 and the compensation plan was designed that promotions were an incentive before the last step was reached. With this circumstance, the eligible candidate was already progressed on current rank as an Officer.

The administrative pay plan change has been administered with the completion of the promotion, and this ordinance is for the ratification of the change(s).

Funding / Fiscal Information:

Account Number:

Amount Budgeted:

Amount Requested / Required:

Funding Source (if not budgeted):

Supporting Materials Attached:


Prior Action / Review by Council, Boards, Commissions:

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

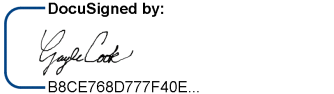
Staff Recommendation:

Approve Ordinance 2020-06, Civil Service Classification System Continuation Ratifying Amendment of Step Pay Scale for Police as presented.

REVIEWED BY: (as appropriate)

	_____	_____	_____	_____	_____
City Manager	Deputy CM	Finance	HR	IT	
_____	_____	_____	_____	_____	_____
PD	Emer Svcs	City Sec	EDC	Bldg	
_____	_____	_____			
PW	Court	Visitor Relations			

**APPROVED BY:
(as appropriate)**

	12-31-2019
Preparer or Department Director	_____ Date
_____ Building Official, if needed	_____ Date
_____ City Secretary, if needed	_____ Date
_____ Community and Visitor Relations Director if needed	_____ Date
_____ Court Administrator, if needed	_____ Date
_____ Deputy City Manager, if needed	_____ Date

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EDC Director, if needed

Date

Emergency Services Director, if needed

Date

Finance Director, if needed

Date

HR Director, if needed

Date

IT Director, if needed

Date

Police Chief, if needed

Date

Public Works Director, if needed

Date

DocuSigned by:

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City Manager

Date

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