



CITY COUNCIL STAFF REPORT



June 17, 2025

ITEM TITLE

Employee Compensation and Positions: Approve Classification Plan and Compensation Schedule; Position Counts; Revised Compensation Schedules

Report Number: 25-0159

Location: No specific geographic location

Department: Human Resources

G.C. § 84308 Regulations Apply: No

Environmental Notice: The activity is not a "Project" as defined under Section 15378 of the California Environmental Quality Act State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3) no environmental review is required.

Recommended Action

Adopt resolutions: A) Amending the Classification Plan and Compensation Schedule to reflect salary adjustments for certain classifications and amending the Fiscal Year 2025-26 authorized position count in the Engineering and Capital Projects Department; B) Approving the revised Fiscal Year 2024-25 Compensation Schedule effective June 27, 2025, as required by the California Code of Regulations, Title 2, Section 570.5; and C) Approving the revised Fiscal Year 2025-26 Compensation Schedule effective July 11, 2025, as required by the California Code of Regulations, Title 2, Section 570.5.

SUMMARY

In an effort to address the needs of various departments and the City's workforce, the Human Resources Department, in conjunction with the affected departments, is recommending position changes in the Engineering and Capital Projects Department and salary adjustments for certain classifications.

These changes necessitate amendments to the City's Compensation Schedule and Classification Plan requiring the revised Fiscal Year 2024-25 Compensation Schedule effective June 27, 2025, and the revised Fiscal Year 2025-26 Compensation Schedule effective July 11, 2025.

ENVIRONMENTAL REVIEW

The Director of Development Services has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a “Project” as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is required.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

Not applicable.

DISCUSSION

Classification Plan and Compensation Schedule

As a result of classification studies agreed upon during the most recent negotiations with the Association of Chula Vista Employees (ACE), and in an effort to address the needs of various departments, the Human Resources Department, in conjunction with the affected departments, is proposing certain position changes, with corresponding updates to the Classification Plan, Compensation Schedule, and authorized departmental position counts. The following identifies the affected positions and proposed changes.

Department	Position Title	FTE
General Fund		
Engineering & Capital Projects	Associate Engineer	-3.00
	Administrative Technician	1.00
	Senior Management Analyst	1.00
	Senior Public Works Inspector	1.00
General Fund Total		0.00

Summary of Updated Classifications

Position Title	Employee Group	E Step Salary
Equipment Operator	ACE	\$3,506.70 bi-weekly
Police Communications Systems Manager	MM/PROF	\$6,198.03 bi-weekly
Public Works Supervisor	ACE	\$4,032.70 bi-weekly
Pump Maintenance Supervisor	ACE	\$4,234.33 bi-weekly
Pump Maintenance Technician	ACE	\$3,436.43 bi-weekly
Signing and Striping Supervisor	ACE	\$4,032.70 bi-weekly

Adoption of Resolution A will amend the Classification Plan and Compensation Schedule and the Fiscal Year 2025-26 authorized position count to reflect the above changes.

Compensation Schedule Requirement

California Code of Regulations, Title 2, Section 570.5 requires that, for purposes of determining a retiring employee's pension allowance, the pay rate be limited to the amount listed on a pay schedule that meets certain requirements, including approval by the City’s governing body in accordance with the requirements of applicable public meeting laws. The revised Fiscal Year 2024-25 Compensation Schedule ("Compensation Schedule") was last approved by the City Council at their meeting on March 18, 2025.

Adoption of Resolution B will approve the revised Fiscal Year 2024-25 Compensation Schedule effective June 27, 2025, to reflect the salary adjustments for the Equipment Operator, Police Communications Systems Manager, Public Works Supervisor, Pump Maintenance Supervisor, Pump Maintenance Technician, and Signing and Striping Supervisor position titles. The Compensation Schedule reflecting these revisions is Attachment 1 to this staff report.

The Fiscal Year 2025-26 Compensation Schedule was approved by the City Council, with the adoption of the Fiscal Year 2025-26 Budget, at the May 23, 2025, meeting. Adoption of Resolution C will approve the revised Fiscal Year 2025-26 Compensation Schedule effective July 11, 2025, to incorporate the adjusted salaries for the positions noted above. The Compensation Schedule reflecting these revisions is Attachment 2 to this staff report.

DECISION-MAKER CONFLICT

Staff has reviewed the decision contemplated by this action and has determined that it is not site-specific and consequently, the real property holdings of the City Council members do not create a disqualifying real property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

Staff is not independently aware, and has not been informed by any City Council member, of any other fact that may constitute a basis for a decision-maker conflict of interest in this matter.

CURRENT-YEAR FISCAL IMPACT

The current-year fiscal impact for the updated classifications and salary ranges is estimated to total approximately \$5,265, which is anticipated to be absorbed by salary savings within the General Fund, Measure A Sales Tax Fund, and Sewer Revenue Fund as shown in the following table:

Fund	Personnel Services
General Fund	\$ 2,980
Measure A Sales Tax Fund	522
Sewer Revenue Fund	1,763
TOTAL FISCAL IMPACT	\$ 5,265

ONGOING FISCAL IMPACT

The projected ongoing fiscal impact for fiscal year 2025-26 for the updated classifications and salary ranges is reflected in the table below:

Fund	Personnel Services
General Fund	\$ (35,148)
Measure A Sales Tax Fund	14,136
Sewer Revenue Fund	47,762
TOTAL FISCAL IMPACT	\$ 26,750

The net fiscal impact is anticipated to be absorbed in the fiscal year 2025-26 budget.

ATTACHMENTS

1. Revised Fiscal Year 2024-25 Compensation Schedule effective June 27, 2025
2. Revised Fiscal Year 2025-26 Compensation Schedule effective July 11, 2025

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