



Agenda Report

Fullerton City Council

MEETING DATE: OCTOBER 20, 2020

TO: CITY COUNCIL / SUCCESSION AGENCY

SUBMITTED BY: KENNETH A. DOMER, CITY MANAGER

PREPARED BY: ELLIS CHANG, DIRECTOR OF ADMINISTRATIVE SERVICES
LAURA GIANNETTI-MERCER, HUMAN RESOURCES
MANAGER II

SUBJECT: PERSONNEL MANAGEMENT SYSTEM CHANGES RELATED
TO REVISING THE PRINCIPAL CIVIL ENGINEER – WATER
CLASS SPECIFICATION AND SALARY RANGE
REASSIGNMENT

SUMMARY

Proposed amendment to the City of Fullerton personnel classification plan to revise the Principal Engineer – Water class specification and reassignment of the position to a different salary range.

RECOMMENDATION

Adopt Resolution No. 2020-XX.

RESOLUTION NO. 2020-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, REVISING A CERTAIN CLASS SPECIFICATION IN THE PERSONNEL SYSTEM AND AMENDING APPENDIX A OF RESOLUTION NO. 2020-18 (FULLERTON MANAGEMENT ASSOCIATION)

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Fiscal and Organizational Stability.

FISCAL IMPACT

The annualized fully burdened cost for the proposed change is approximately \$14,500 for current Fiscal Year (FY) 2020-21. Funding is available in the FY 2020-21 budget for this cost. There is no impact to the General Fund as this position is water funded.

DISCUSSION

The classification of Principal Civil Engineer – Water was established August 2019 due to a restructuring of water utility staffing to include a management level engineer with water expertise. The aim was to attract a broader scope of engineering candidates within the water industry who were looking to promote into a higher-level position while maintaining leadership and operational needs within the engineering water division.

A recruitment was initiated shortly thereafter which resulted in an eligible list of only two candidates. Both candidates were interviewed by Public Works. One candidate was deemed not suitable and the other rescinded his acceptance of our offer as he was offered a position with a neighboring agency. As such, the position remains vacant and Public Works – Engineering continues to have a need to fill this management position to provide leadership and water expertise within the department. Due to the absence of this position, several critical projects have been on-hold and/or significantly delayed including the Water Master Plan, which would help determine and prioritize the CIP project list. The Principal Civil Engineer – Water will also oversee the one-year / five-year water CIP project list and manage Supervisory Control and Data Acquisition (SCADA) Master Plan project. Because of the Water Rate Study that was completed in 2019, and subsequent rate increase, these projects must be highly prioritized and led by a principal-level engineer with expertise and experience in the related industry.

Given the recruitment challenges and the Public Works Department's critical need to fill this position, the City's Human Resources consultant conducted a compensation study. The analysis determined that a market adjustment is necessary as the position, as currently priced, is below the industry mean. As such, Staff recommends adjusting the salary range to make the base salary more competitive in anticipation of a more successful recruitment. The current salary range is 670 (\$109,734 - \$133,382). Based on the compensation analysis, Staff recommends assigning this position to salary range 675 (\$118,633 - \$144,199). This increase provides for an approximate 8% increase in base salary. The total annualized cost of the increase is approximately \$14,500.

In addition to an increase to salary, Staff also recommends revising the class specification to recognize expanded duties and scope of responsibility of the position.

Attachments:

- Attachment 1 – Principal Civil Engineer – Water (redline)
- Attachment 2 – Draft Resolution No. 2020-XX