



STAFF REPORT AND FISCAL IMPACT NOTE

Ordinance: CA-5-19

Title: Office of Emergency Management Department

Date: April 27, 2019

STAFF REPORT

This charter amendment establishes the Office of Emergency Management as a department in the Charter, to be led by the Director of the Office of Emergency Management. It establishes the minimum qualifications for the Director position and the functions of the department.

Prepared by: Teresa Sutherland, City Manager

FISCAL IMPACT

Currently the Office of Emergency Management is a division of the Fire Department, administered by a grade F18, Deputy Fire Chief. The salary range for a grade A20 department director is proposed as \$98,425-\$165,923. The fiscal impact of this ordinance is approximately \$17,150, the difference between grade A20, step 10 and grade F18, step 12, with benefits. Grade A20, step 10 is the lowest step on the grade A20 pay scale that is at least 5% more than the maximum salary for an F18, Deputy Fire Chief. This cost assumes the director position will be filled by someone who currently is a participant in the Police and Fire Retirement Plan who would be allowed to remain in that pension plan if Resolution 14-19 passes.

Prepared by: Jodee Dickinson, Finance Director