

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 06/12/06		Item Number: <u>A-11</u>	
AGENDA ITEM: Consideration of Approval of a Second Extension of the Contract for John F. Hoffman dba John F. "Jack" Hoffman & Associates as an Independent Personnel, Human Resource and Labor Relations Consultant			
Contact Person/Dept.: Jerry Fulwood		Phone Number: (310) 253-6000	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒	Attachments: ☐
Public Notification: Master Notification List			
Department Approval: Serena Wright (06/07/06)		CAO Approval: Jerry B. Fulwood (06/07/06)	
City Controller Approval: Marlee Chang (06/07/06)			

RECOMMENDATION

That the City Council approve the extension of the contract for John F. Hoffman dba John F. "Jack" Hoffman & Associates as an independent Personnel, Labor Relations and Civil Service Rules Amendment consultant.

BACKGROUND

On April 4, 2005, the City Council approved a contract to secure Mr. Hoffman to negotiate for new contracts with the six (6) recognized bargaining groups and the city-wide salary survey, in addition to being the lead on the Civil Service Rules Amendment project.

On October 24, 2005, the City Council approved an extension of the contract in order to retain the professional consulting services and expertise of Mr. Hoffman and allow these crucial projects to continue as planned.

DISCUSSION

Negotiations

Negotiations with the Firefighters Association and the Fire Management Group were completed in 2005. Negotiations are in progress with the Police Officers' Association, Police Management Group, Culver City Employees' Association, and

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the Culver City Management Group, after a temporary suspension necessary to allow the City to assess its present and future fiscal status.

City-wide Salary Survey

The city-wide salary survey is complete and the findings and recommendations have been included in the negotiation process.

Civil Service Rules Amendment Project

The Civil Service Rules Amendment project is progressing as planned. Stage Three, meet and confer with all six (6) of the bargaining units over proposed changes, is now complete. Stage Four, submission to the Civil Service Commission for public hearings and final approval, commenced at the June 7, 2006 Civil Service Commission meeting and Stage Five, submission to the City Council for review, public hearings, and adoption is anticipated to start this summer.

Approval of this contract extension will allow the City to retain the professional consulting services and expertise provided by Mr. Hoffman and allows these crucial projects to continue as planned.

FISCAL ANALYSIS

It is anticipated that negotiations with the four (4) remaining bargaining groups and the Civil Service Rule revisions will conclude in FY 2006/2007. The cost to retain Mr. Hoffman's services is approximately \$40,000.

The Personnel Department is requesting a budget enhancement of \$40,000 in the FY 2006/2007 Personnel Department budget, Other Contractual Services, 10122100.619800, to continue to retain Mr. Hoffman's services. This contract approval would be subject to approval of the Fiscal Year 2006/2007 Budget by the City Council.

ATTACHMENT

N/A

MOTION

That the City Council:

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1. Subject to City Council approval of the Fiscal Year 2006/2007 Budget, approve the second extension of the contract to retain John F. Hoffman dba John F. "Jack" Hoffman & Associates as a Personnel, Labor Relations, and Civil Service Rules Amendment consultant; and
2. Direct the City Attorney to prepare the proper documents and authorize the Chief Administrative Officer to execute the Agreement on behalf of the City.