



Item Number: 15

**City Council / Board of Directors**

**Written Communications**

**Meeting of: February 20, 2024**

**Submitted By:**

Sophie Smith, Deputy City Manager  
Josie Trevino, Human Resources Officer

**Subject:**

Benefits Resolution No. 24-011 and Table of Organization

**Recommendation:**

That the Honorable City Council adopt Benefits Resolution No. 24-011, revising the Table of Organization and Compensation Schedule, effective February 20, 2024.

**Fiscal Impact:**

The fiscal impact associated with the net additional positions will be absorbed in the 2023-2024 Budget; therefore no additional appropriation is required.

**Strategic Plan Goal:**

This item is consistent with Strategic Plan Goal G – Organizational Effectiveness and Sustainability in that the organizational structure must be reviewed and evaluated regularly, and revised accordingly, to maximize organizational effectiveness and sustainability.

**Discussion:**

The Mid-Year Table of Organization and Benefits Resolution No. 24-011 is attached with the following proposed changes:

**Changes to Personnel:**

The total authorized full-time positions increased from 538 to 540 positions, reflecting a net increase of two positions. The Table of Organization includes seven added positions, five deleted positions, and one title change. The Finance Department is adding two positions and deleting one position. Additionally, the Airport is adding two positions, deleting one position, and requesting a title change for one position. (Please reference Attachment A – Summary of Changes to the Table of Organization)

**Changes to Benefits:**

As of January 1, 2024 full-time employees are eligible to transfer up to \$23,000 of annual salary per year into a City-approved Deferred Compensation Plan. This is an increase per federal guidelines.

Staff is requesting your favorable consideration on this item and remains available for any questions or comments.

**Attachments:**

- A. Summary of Changes to the Table of Organization
- B. Benefits Resolution No. 24-011 and Table of Organization and Part-time Table of Compensation