



CITY OF CALISTOGA

7

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Dylan Feik
DATE: December 4, 2018
SUBJECT: Consideration of Resolution Approving Amendment to Employment Agreement between City of Calistoga and Mitch Celaya, Chief of Police.

SIGNATURE:

DYLAN FEIK, City Manager

DESCRIPTION: Consideration of Resolution Approving Amendment to Employment Agreement between City of Calistoga and Mitch Celaya, Chief of Police.

RECOMMENDATION: Adopt Resolution

SUMMARY:

Calistoga's Police Chief, Mitch Celaya, was hired on December 31, 2012 and has been an incredible leader for the community. Chief Celaya and the City entered into a current Employment Agreement in 2016. Pursuant to that Agreement, Chief has accomplished many goals and priorities as set forth by City Council, the city manager and is leading an excellent police department. Chief Celaya previously submitted his Letter of Intent to retire at the end of December but has agreed to extend his retirement date to the end of Fiscal Year 2018-19 which is June 30th. As a result, Chief Celaya's current Employment Agreement needs to be updated and modified to facilitate Chief's ability to continue as the Chief until the end of the fiscal year and also implement recommendations from the 2018 Total Compensation Study.

Following the 2018 Total Compensation Survey conducted by Koff & Associates, all employee salary ranges were reviewed and compared to ten (10) surrounding agencies which. Currently, the maximum salary range for department directors is Range 55, Step

5 which is \$161,104. The Compensation Survey showed that Calistoga is 11.6% below market on Monthly Salary for the Chief of Police.

The Employment Agreement has been modified to increase the Police Chief's top monthly salary to Range 60, Step 5 which is \$182,165. In addition, the Agreement is amended to include "cleanup language" reflective of changes in state law. The Agreement is also providing for the Chief Celaya's schedule to accommodate a telecommute schedule as City and Department demands and work schedule can accommodate subject to approval of the City Manager.

As Chief Celaya is nearing retirement, this Agreement will be effective as of December 4, 2018 assuming Council approves the Agreement, and will terminate on June 30, 2019 unless both parties decide to amend further.

FINANCIAL IMPACT:

The Fiscal Impact will be an additional \$26,840 per year which was not included in the Fiscal Year 2018-19 Budget. As this contract would expire by June 30th, the fiscal impact is actually only 6 months, or 50% of this amount. Therefore the Fiscal Year 2018-19 budget will only be impacted an additional \$13,420 which includes salary and benefit impact. A budget adjustment of \$13,420 is recommended for Fiscal Year 2018-19 from the unappropriated general fund balance to account 01-4116-4301.

ATTACHMENTS:

1. Resolution
2. Employment Agreement
3. Salary Range Schedule for Department Directors and Others FY 2018-2019

RESOLUTION NO. 2018-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, APPROVING AN AMENDMENT TO EMPLOYMENT AGREEMENT BETWEEN CITY OF CALISTOGA AND CHIEF OF POLICE MITCH CELAYA

WHEREAS, the City of Calistoga (“City”) and Mitch Celaya have previously entered into an Employment Agreement to employ Mitch Celaya as Chief of Police; and

WHEREAS, the City and Mitch Celaya desire to amend an Employment Agreement to modify the terms and conditions of Chief Celaya’s employment as Chief of Police;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Calistoga, as appointing authority, hereby approves the amended Employment Agreement Between City of Calistoga and Mitch Celaya in substantially the same form attached hereto as Exhibit “A” and authorizes and directs the City Manager to execute same for and on behalf of the City of Calistoga.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **4th day of December 2018** by following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk