

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council  
**FROM:** Deborah S. Traffenstedt, Administrative Services Director/City Clerk *DST*  
**DATE:** January 25, 2006 (CC Meeting of 2/1/06)  
**SUBJECT:** Consider Approval of Overtime Compensation for Non-Competitive Service Staff Working Special Election of February 28, 2006

**BACKGROUND**

The City's contract election consultant has recommended that approximately 25 persons be available to assist with the designated counting center at City Hall for the February 28, 2006 Special Election. A request for volunteers was circulated to all management and department head staff (designated in the City's Salary Plan as non-competitive service), so as to avoid any out-of-class assignment issue. Approximately 20 non-competitive service employees have volunteered to assist. In addition, all Administrative Service Department employees in the City Clerk and Information Systems Divisions have been deputized and assigned election night responsibilities. All competitive service employees that work overtime on Election Day will receive overtime pay in accordance with the requirements of law and the City's Personnel Rules. Non-competitive service staff are not eligible for overtime pay as exempt employees.

**DISCUSSION**

Due to the fact that the February 28 Special Election is a developer requested and funded election, and the City cannot accomplish its election evening responsibilities without the assistance of our non-competitive service employees, staff is requesting the Council approve non-competitive service employee election day compensation as follows:

Either straight-time pay or one hour of Annual Leave or Vacation Leave would be accrued for each hour of overtime worked on Election Day. The intent would be to allow each employee to select either cash or leave accrual. The cost is intended to be billed to the North Park developer funded election account.

**STAFF RECOMMENDATION**

Approve non-competitive service staff election day compensation as described in the agenda report.