



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: AUGUST 26, 2025
DEPARTMENT: ADMINISTRATION
FROM: RENÉ MENDEZ, CITY MANAGER
TITLE: FY 2025-26 CITY WORKFORCE BUDGET ALLOCATION

RECOMMENDED MOTION:

A motion to approve a Resolution authorizing the appropriation of \$137,100 from General Funds – fund balance for fully benefited position costs of one Recruitment Coordinator and one Public Safety Communications Specialist in the Police Department.

EXECUTIVE SUMMARY:

Approval to increase the Police Department salaries & benefits budget align with the FY 2025-26 Budget appropriations and is in accordance with Council directed action taken on August 12, 2025, to add the positions to the City's workforce.

BACKGROUND:

The Police Department prioritized a position to support recruitment activities and a communications position during the last two annual budget cycles. The positions were discussed at the June 10, 2025 Finance Committee Meeting and the June 17, 2025 City Council Meeting. During both meetings, Council directed staff to review the position requests for potential addition to the City's workforce.

On August 12, 2025, staff presented the Recruitment Coordinator and Public Safety Communications Specialist positions to Council for consideration and addition to the City's workforce. At the conclusion of deliberations Council authorized the positions, however, the corresponding budget appropriation was inadvertently omitted from the recommended motion.

The budget appropriation is required to ensure the FY 2025-26 budget appropriately reflects all approved positions.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).

CALIFORNIA GOVERNMENT CODE §84308 APPLIES:

No.

STRATEGIC PLAN INITIATIVE:

Approving the proposed Resolution will support the City Council's Strategic Plan Goals of Public Safety and City Services.

DEPARTMENTAL COORDINATION:

This staff report has been coordinated with the Finance Department, Human Resources, City Attorney, and the City Manager's Office.

FISCAL AND SUSTAINABILITY IMPACT:

The fiscal impact for the two positions from January 1, 2026 through June 30, 2026 (6 months) is approximately \$137,100 (\$71,600 for the Public Safety Communications Specialist and \$65,500 for the Public Safety Recruitment Coordinator). Funding for these two positions will come from the estimated General Funds - fund balance.

The estimated ongoing annual cost is \$272,500 (\$142,400 for the Public Safety Communications Specialist and \$130,100 for the Public Safety Recruitment Coordinator).

Funds	Appropriation	Appropriation Name	Total Appropriation	Amount for recommendation	FY 25-26 Operating Budget Page	Last Budget Action (Date, Resolution)
1000 - 1200	General Funds	Salaries & Benefits	\$0	\$137,100	N/A	N/A

ATTACHMENTS:

Resolution

RESOLUTION NO. _____ (N.C.S.)

RESOLUTION APPROVING FY25-26 WORKFORCE BUDGET ALLOCATION

BE IT RESOLVED BY THE CITY COUNCIL OF SALINAS that a budget appropriation of \$137,100 for position costs is hereby authorized from General Funds – fund balance for fully benefited position costs of one Recruitment Coordinator and one Public Safety Communications Specialist in the Police Department.

PASSED AND APPROVED this 26th day of August 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Dennis Donohue, Mayor

ATTEST:

Patricia M. Barajas, City Clerk