



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: **OCTOBER 8, 2019**

DEPARTMENT: **HUMAN RESOURCES**

FROM: **MARINA HORTA-GALLEGOS, HUMAN RESOURCES DIRECTOR**

TITLE: **MODIFICATION TO THE CLASSIFICATION - SALARY SCHEDULE**

RECOMMENDED MOTION:

It is recommended that the City Council approve a Resolution to amend the Classification and Salary Schedule to include the part-time temporary classification of Information Technologies Technician I and to reflect the correct hourly rates for the part-time temporary classification of Community Outreach Assistant.

RECOMMENDATION:

Staff recommends that the City Council approve the attached Resolution modifying the Classification and Salary Schedule to include the part-time temporary classifications of Information Technologies Technician I and to reflect the correct hourly rates for the part-time temporary classification of Community Outreach Assistant

BACKGROUND:

The Information Technologies Technician I is a new entry level classification recently approved by the City Council. The Information Systems Division of the Finance Department will be recruiting part-time assistance as needs arise. Staff requests adjustment of the hourly range for the previously approved temporary Community Outreach Assistant to be consistent with the temporary classification of Community Improvement Assistant. This represents a difference of approximately sixty-two to seventy-five cents per hour.

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).

STRATEGIC PLAN INITIATIVE:

The proposed action meets the Effective Sustainable government Council goal.

DEPARTMENTAL COORDINATION:

The Human Resources Department has collaborated with the Community Development and Finance Department on these requests.

FISCAL AND SUSTAINABILITY IMPACT:

The part-time temporary Information Technologies Technician I and Community Outreach Assistant will be filled as needed and will be paid through individual department temporary funds. Part-time temporary positions are limited to 25-hours per week and 1,000 hours per fiscal year.

ATTACHMENTS:

Resolution

Exhibit A – Classification and Salary Schedule

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

RESOLUTION MODIFYING THE CLASSIFICATION - SALARY SCHEDULE

BE IT RESOLVED BY THE CITY COUNCIL OF SALINAS that the Classification and Salary Schedule previously adopted by the City Council by Resolution is hereby modified to include the part-time temporary classification of Information Technology Technician I and adjusts the hourly range for the part-time temporary classification of Community Outreach Assistant.

Attached as Exhibit A is the amended Classification and Salary Schedule Plan.

PASSED AND ADOPTED this 8th day of October 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Joe Gunter, Mayor

ATTEST:

Patricia M. Barajas, City Clerk

EXHIBIT A

TEMPORARY

Benefit Group	Position	Step 1 Hourly	Step 2 Hourly	Step 3 Hourly	Step 4 Hourly	Step 5 Hourly
29	Community Outreach Assistant	21.7500	22.8346	23.9769	25.1769	26.4346
29	Information Technologies Technician I	21.7922	22.8825	24.0249	25.2243	26.4861