


January 9, 1987



Budget and Finance Committee
Sacramento, California 95814

HONORABLE MEMBERS IN SESSION:

SUBJECT: REQUEST FOR EXTENSION OF STAFF AIDE POSITION
IN THE LIBRARY

Sacramento Public Library
and Information Service

1010 8th Street
Sacramento, CA 95814-3576
916-440-5926

SUMMARY

This report recommends approval of an extension for one Limited-term Staff Aide position beginning February 1, 1987 until the end of 1986/87 fiscal year to meet an immediate need in the Library Department until an appropriate class specification can be developed.

BACKGROUND INFORMATION

A classification study is in progress for all library positions. At the conclusion of the study, necessary revisions will be made to Library class specifications.

It is important that the Library have this position extended at this time to continue to oversee the 1986/87 budget and prepare information for the 1987/88 budget for both City and County systems.

There are also ongoing fiscal activities requiring attention. The Library has no staff to perform these duties at this time in the absence of the vacant Deputy Library Director, Administrative Services.

FINANCIAL IMPACT

Funds are available through the current Library budget. It is a shared cost position. It is recommended that the salary be set at \$18.00 per hour with benefits. The City's portion (44%) would be \$9,240. The County's portion (56%) will be \$11,760. The total funds \$21,000 will come from Line 4258 (Other Professional Services). The funds will be transferred from Line 4258 (Other Professional Services) to Line 4101 (Salary and Wages). Since this is a shared cost position, the County's portion, \$11,760 will be reimbursed in the shared cost budget.

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RECOMMENDATION

It is recommended that the City Council approve the extension of the Staff Aide classification within the Library beginning February 1, 1987 through 1986/87 fiscal year at \$18.00 per hour with benefits.

Respectfully submitted,


Janet Larson
Acting Library Director

RECOMMENDATION APPROVED:


Jack R. Crist, Deputy City Manager

JL:MC:mr1

January 20, 1987
All Districts

RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

RESOLUTION AMENDING THE 1986/87 BUDGET TO EXTEND ONE LIMITED TERM STAFF AIDE TO THE END OF THE FISCAL YEAR 1986/87.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO

1. One limited term Staff Aide (.5 FTE) be extended beginning February 1, 1987 until the end of the fiscal year 1986/87 to perform administrative budgeting duties until the classification study is completed and an appropriate class specification can be developed.
2. Transfer \$17,557 from 101-410-4110-4258 and \$3,443 from 101-410-4130-4258 to 101-410-4120-4101.

MAYOR

ATTEST:

CITY CLERK