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Sacramento Public Library
and Information Service

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

September 8, 1986

Budget & Finance Committee
Sacramento, California 95814

HONORABLE MEMBERS IN SESSION:

SUBJECT: REQUEST LIMITED TERM GRAPHIC DESIGNER POSITION
FOR THE LIBRARY DEPARTMENT

SUMMARY

This report recommends approval of one limited term Graphic Designer position for remainder of 86/87 FY.

BACKGROUND INFORMATION

This position was previously filled with contract employees. City Personnel Management informed the Library Department that the contract position was not appropriate since there is a Civil Service classification to fit this position.

This employee would perform art and layout assignments involving lettering, illustrating, layout drawings, and copyfitting as well as prepare mechanical and original layouts for posters, brochures, flyers, sketches, final drawings, exhibits, signs, letterhead and silk screen for the printing office which is staffed by a Printing Services Operator II (County Employee).

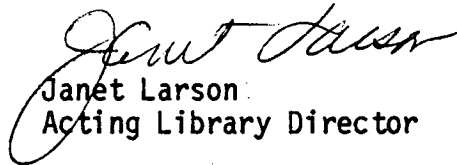
FINANCIAL IMPACT

Funds are available through the current Library budget. Approximately \$21,806 was set aside for this position to be filled as a contract employee. We will transfer these funds from 101-410-4120-4258 (Other Professional Services) to 101-410-4120-4101 (Salary and Wages). This is a shared cost position. The County portion (56%) will be reconciled in the 86/87 year end shared cost budget.

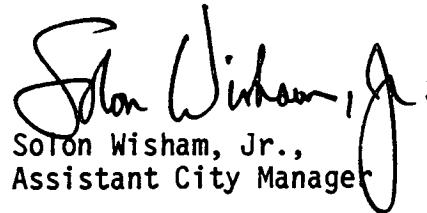
RECOMMENDATION

It is recommended that the City Council approve a limited term Graphic Designer position for the remainder of the 86/87 FY.

Respectfully submitted,


Janet Larson
Acting Library Director

Recommendation Approved:


Solon Wisham, Jr.,
Assistant City Manager

JL:mc:vse

RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

RESOLUTION AMENDING THE 1986/87 BUDGET TO INCLUDE
ONE LIMITED TERM GRAPHIC DESIGNER FOR THE REMAINDER
OF THE 86/87 FY (APPROXIMATELY EIGHT MONTHS).

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO

1. One limited term Graphic Designer be added to perform needed duties.
2. That the 1986-87 Budget be amended by transferring \$21,806 from Other Professional Services (101-410-4120-4258) to Salary and Wages (101-410-4120-4101) to fund the above mentioned position.

MAYOR

ATTEST:

CITY CLERK