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DEPARTMENT OF  
ADMINISTRATIVE SERVICES  
BUDGET AND POLICY REVIEW

CITY OF SACRAMENTO  
CALIFORNIA

CITY HALL  
ROOM 100  
915 I STREET  
SACRAMENTO, CA  
95814-2684

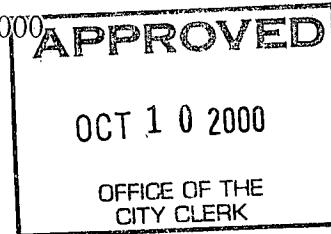
September 22, 2000

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City Council  
Sacramento, CA

Honorable Members in Session

AG 2000-154



**SUBJECT:** Contract between the City of Sacramento and the Sacramento Public Library Authority for a "Loaned Executive" for Human Resource & Labor Relations

**LOCATION/COUNCIL DISTRICT:** Citywide

**RECOMMENDATION:**

It is recommended that the City Council adopt the attached resolution authorizing the City Manager to sign a contract with the Library Authority for a reimbursement agreement for the salary and benefits of a loaned executive from the City for human resource and labor relations services, not to exceed \$126,500 for fiscal year 2000-2001. Consistent with the recommendations of the Library Authority staff, staff recommends that contracted services may be extended for an additional year.

**CONTACT PERSON:** Betty Masuoka, Assistant City Manager 264-5704  
Richard Killian, Library Director 264-2770  
Mary Wray, Library Support Services Manager, 264-2737

**FOR COUNCIL MEETING OF:** October 10, 2000

**SUMMARY:**

The Sacramento Public Library Authority contracted during fiscal years 1998 through 2000 with the City of Sacramento for services for a "Loaned Executive." This contract benefited the Authority and resulted in their successful administration of Human Resources and Labor Relations Services. The Authority continues to need these skills and requests continuation of this contract relationship for one year with an option to renew for an additional year.

**BACKGROUND INFORMATION**

In September of 1997 the Authority and the City entered into an agreement to contract for the services of Donna Giles to serve as Human Resources Director of the Authority.

The Authority has proposed a contract which extends the period during which services will be provided by Ms. Giles to include fiscal year 2001 with an option to extend for an additional year. This contract has been reviewed by City staff and is scheduled for presentation and acceptance by the Governing Board of the Authority on September 28, 2000.

**FINANCIAL CONSIDERATIONS:**

The proposed contract has no fiscal impact to the City. All salary and benefit costs are reimbursed by the Library Authority.

**ENVIRONMENTAL CONSIDERATIONS:**

Not applicable; information only.

**ESBD CONSIDERATIONS:**

Not applicable, Library Authority is the contracting agency.

**POLICY CONSIDERATIONS**

The proposed agreement is consistent with action previously approved by council September 9, 1997.

Respectfully submitted,



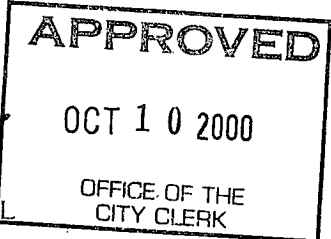
Betty Masuoka  
Assistant City Manager

**RECOMMENDATION APPROVED:**



ROBERT P. THOMAS  
City Manager

Attachments: Resolution



**RESOLUTION NO. 2000-592**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A TWO-YEAR CONTRACT WITH THE SACRAMENTO PUBLIC LIBRARY AUTHORITY FOR THE SERVICES OF MS. DONNA GILES AS HUMAN RESOURCES & LABOR RELATIONS DIRECTOR**

WHEREAS the Sacramento Public Library authority has contracted with the City during fiscal years 1998 through 2000 for Ms. Donna Giles to perform compensation program development, improved recruitment and hiring processes, and completion of contract negotiation.

WHEREAS the Authority has affirmed the intent to continue a contract with the City for Ms. Giles services for human resource and labor relations.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:

The City Manager is authorized to execute a contract with the Sacramento Public Library Authority to provide a Human Resources & Labor Relations Director for a term up to two years and not to exceed \$126,500 for the 2000-2001 fiscal year.

Authorizes the position and revenue reimbursement for related costs in the Non-department budget for Fiscal Year 2000-01.

101-750-7110-4101	\$126,500
101-750-7110-4716	<\$126,500>

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_