



(11)

DEPARTMENT OF  
PERSONNEL

PERSONNEL MANAGEMENT  
SERVICES DIVISION

CITY OF SACRAMENTO  
CALIFORNIA

**APPROVED**  
BY THE CITY COUNCIL

AUG 1 1989

OFFICE OF THE  
CITY CLERK

801 NINTH STREET  
ROOM 210  
SACRAMENTO, CA  
95814-2693

916-449-5726

DONNA L. GILES  
DIRECTOR OF  
PERSONNEL

July 26, 1989

City Council  
Sacramento, California

Honorable Members in Session

**SUBJECT: NEW CLASSIFICATION - LIBRARY FACILITY COORDINATOR**

**SUMMARY**

This report recommends salary and bargaining unit placement for the new classification of Library Facility Coordinator.

**BACKGROUND AND ANALYSIS**

The classification of Library Facility Coordinator has been developed in order to encompass the duties and responsibilities of a position in the Sacramento Public Library which relates to coordinating the maintenance of various facilities with the library system. Specific duties include coordinating maintenance, repairs, installations, landscaping and janitorial services, security systems, and safety issues for more than twenty-four buildings. There is currently no City of Sacramento classification which covers this position. The new classification will be under the direction of the Deputy Library Director or other library management personnel.

The proposed salary range for Library Facility Coordinator is \$2057.64 - \$2501.03 per month, which is comparable to other classes such as Cashiering System Supervisor. The class is proposed to be assigned to Confidential/Administrative because its duties involve a level of judgment and responsibility similar to other Confidential/Administrative classifications.

FINANCIAL IMPACT

There is no additional financial impact since funds are currently available in the Sacramento Public Library budget.

POLICY CONSIDERATIONS

None.

MBE/WBE EFFORTS

None.

RECOMMENDATION

It is recommended that the City Council approve the attached amendment to Resolution 89-049 to effect the changes described in this report.

Respectfully submitted,



Donna L. Giles  
Director of Personnel

RECOMMENDATION APPROVED:



Walter J. Slive, City Manager

Contact Person to  
Answer Questions:

JONITA WHITAKER, PERSONNEL ANALYST II  
449-5726

**RESOLUTION NO. 89-598**

**APPROVED**  
BY THE CITY COUNCIL

ADOPTED BY THE SACRAMENTO CITY COUNCIL

**AUG 1 1989**

ON DATE OF August 1, 1989

OFFICE OF THE  
CITY CLERK

**AMENDING RESOLUTION 89-049 RELATING TO  
SALARY SCHEDULES AND EMPLOYER-EMPLOYEE  
RELATIONS POLICY**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT RESOLUTION  
89-049 IS AMENDED AS FOLLOWS, EFFECTIVE AUGUST 5, 1989.**

Section 1.

Exhibit A, Salary Schedules, Schedule 10, Confidential/Administrative salaries is amended by:

- a. The addition of the classification of Library Facility Coordinator, with a salary of \$2057.64 - \$2501.03 per month.

Section 2.

Exhibit B, Employer-Employee Relations Policy, is amended by:

- a. The addition of the classification of Library Facility Coordinator to Confidential/Administrative.

\_\_\_\_\_  
MAYOR

ATTEST:

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

**FOR CITY CLERK USE ONLY**

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

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