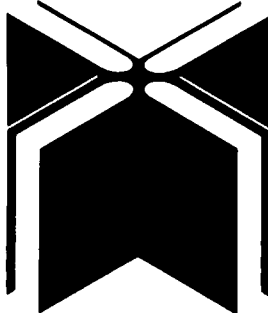


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October 18, 1991

APPROVED
BY THE CITY COUNCIL

OCT 29 1991

CITY COUNCIL
SACRAMENTO, CALIFORNIA

OFFICE OF THE
CITY CLERK

HONORABLE MEMBERS IN SESSION:

Sacramento Public Library
and Information Service

SUBJECT: INCREASE STAFFING AUTHORIZATION FOR LIBRARY
DEPARTMENT

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

LOCATION: CITY

SUMMARY

The City and County of Sacramento operate a common administration system for their respective branch systems. Currently all but one Librarian IV administrative position are City employees. This report seeks approval to transfer the one County Librarian IV position to the City personnel system.

COMMITTEE/COMMISSION ACTION

Not Applicable

STAFF RECOMMENDATION

Approve the attached resolution amending the Library budget to add one Library IV (exempt) position at Step E.

BACKGROUND

In 1966 the City and County of Sacramento executed an agreement for the joint operation of the City and County Library systems. Since that time both City and County have contributed personnel to the administration of the system and shared the cost, as outlined in the agreement, for the operation of the administration system.

Currently, there are three City Librarian IV positions and one County Librarian IV position. All Librarian IV positions and above are management positions directing activities for the entire Library system. As management positions for the entire system, all Librarian IV positions are shared cost positions. The City and County share the costs of the positions per the 1966 agreement.

With the exception of the one County Librarian IV position, all Library classification management positions are City positions. Over the years a disparity has developed between the County Librarian IV compensation and the City Librarian IV compensation for the same responsibility

levels, with the County Librarian IV compensation becoming substantially lower.

Rather than convert three Librarian IV positions from City to County to correct this inequity, the Library proposes to convert the one County Librarian IV position to a City positions.

The Current responsibilities of the County Librarian IV are:

1. Supervisor for Carmichael Regional Library. The Carmichael Regional library acts a resource and back up for all libraries, City and County, north of the Business 80/Highway 50 corridor. The Supervising Librarian must direct and oversee this activity. This activity is mirrored by the Librarian IV for Martin Luther King Library (a City position) which acts as backup and resource for all branch libraries south of the Business 80/Highway 50 corridor.
2. Plans, coordinates, and directs all training for the City and County Library systems. Includes newcomer orientation, leadership training, and ongoing service training.

FINANCIAL CONSIDERATIONS

Under the current shared cost agreement between the City and County of Sacramento, the salary for the County Librarian IV is shared on a percentage basis between the City and County. For the last shared cost reconciliation, the percentage of the County Librarian IV position credited to the City was 43%. With the transfer of this position from the County to the City, this percentage will remain approximately the same.

Under the current agreement, the percentage of administration costs to be borne by the City and County respectively is computed by formula. Computation is then made of the actual dollars spent by the City and County on administration. The difference between what should be paid and what was actually payed is computed and the difference payed to the City. In the process of computing what has been payed by the County for administration, the County Librarian IV compensation is added to the total payed, in effect crediting the County with an expenditure. With the transfer of the County Librarian IV position to the City, the net effect will be to increase the payment of the County to the City to reimburse the City for the County's share of this shared cost position. While it will

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Increase Staffing Authorization

mean an increase in direct labor costs for the City, the increase will be offset in the long term by an increase in revenue from the County to the City in shared cost payment.

Current compensation, with benefits, for County Librarian IV is \$56,021. City Librarian IV (Exempt) compensation, with benefits, would be 63,426.

POLICY CONSIDERATIONS


This action is consistent with the Shared Cost Agreement between the City and County of Sacramento, authorized by City Council Resolution No. 304, dated July 14, 1966.

MBE/WBE

Not Applicable

Respectfully Submitted By

Rick Hiseley
Fiscal Officer


Richard M. Killian
Library Director

RECOMMENDATION APPROVED BY



Walter J. Slipe
City Manager

Contact for More Information:
Rick Hiseley
Library Fiscal Officer, 440-6277

For Council Meeting of
October 29, 1991

RESOLUTION NO. 91-834

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

RESOLUTION AUTHORIZING THE AMENDMENT OF THE LIBRARY DEPARTMENT BUDGET TO ADD ONE (1) CAREER LIBRARIAN IV (EXEMPT) POSITION.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

That the City Manager is hereby authorized to amend the Library Department Budget to add one (1) Career Librarian IV (Exempt) position, code 01544, step E.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

OCT 29 1991

OFFICE OF THE
CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____