

RESOLUTION NO. 2018-027

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK
APPROVING AN INCREASE IN HUMAN RESOURCES DEPARTMENT STAFFING
LEVEL AND AUTHORIZING THE FINANCE DIRECTOR TO INCREASE
APPROPRIATIONS FROM UNANTICIPATED SALARY SAVINGS IN THE FINANCE
DEPARTMENT IN THE FY 2017-18 BUDGET**

WHEREAS, in January 2016, Human Resources assumed full responsibility for Public Safety recruiting and has dedicated one of its Regular Part-Time Human Resources Technicians as the primary support person for this function which limits her ability to assist in other areas; and

WHEREAS, overall recruiting and hiring, as well as separation and workers' compensation processing, has increased dramatically over the past year; and

WHEREAS, the Human Resources Director and Human Resources Analyst are currently the only full-time employees in the Department and have been required to assist with Human Resources Technician duties in order to maintain service levels instead of focusing on policy updates, mandated training and other critical Human Resources functions; and

WHEREAS, staff has reviewed the current operations model of the Department and recommends that the City Council approve an increase of .75 FTE in the staffing level to allow two existing Regular Part-Time Human Resources Technicians to go full-time effective March 5, 2018 to help the Department effectively manage the increased workload and allow the Human Resources Director and Human Resources Analyst to focus on other critical functions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rohnert Park that it does hereby approve an ongoing increase of .75 FTE in the current Human Resources Department staffing level to allow two Regular Part-Time Human Resources Technicians to begin working full-time effective March 5, 2018.

BE IT FURTHER RESOLVED that the Finance Director is authorized to increase appropriations from unanticipated salary savings in the Finance Department in the amount of \$26,355 to fund the cost of this change through the end of the current fiscal year.

DULY AND REGULARLY ADOPTED this 27th day of February, 2018.

CITY OF ROHNERT PARK


Pam Stafford, Mayor

ATTEST:


Caitlin Saldanha, Deputy City Clerk

AHANOTU: Aye BELFORTE: Aye MACKENZIE: Aye CALLINAN: Aye STAFFORD: Aye
AYES: (5) NOES: (0) ABSENT: (0) ABSTAIN: (0)