



Agenda Report

File #: 19-0792

AGENDA REPORT REQUEST FOR CITY COUNCIL ACTION

DATE: 09/18/2019

TO: Honorable Mayor and City Council Members

FROM: Administrative Services Department

SUBJECT:
City Council to receive and file Personnel Report.

RECOMMENDED ACTION:

That the City Council receive and file the Personnel Report for employee updates and recruitment transactions.

ANALYSIS:

The Personnel Report includes the employee updates and recruitments noted below. These transaction types are reported to Council for informational purposes each meeting to enhance transparency. The report includes new activity only since the previous meeting. The employee updates in the Personnel Report include full-time appointments, full-time promotions, and retirements. The recruitment activity portion of the report includes both open/competitive recruitments as well as internal/promotional recruitments.

Full-Time Appointments

<i>Employee Name</i>	<i>Department</i>	<i>Position</i>	<i>Pay Range</i>	<i>Effective Date</i>
Davis, Naisha	Administrative Services	Accounting Supervisor (Provisional)	\$6,309 - \$7,703	August 19, 2019

Retirements - None

Full-Time Promotions

<i>Employee Name</i>	<i>Department</i>	<i>Position</i>	<i>Pay Range</i>	<i>Effective Date</i>
Anagnos, Dennis	Maintenance Services	Fleet Technician III Flex	\$4,109 - \$5,016	August 17, 2019
Avalos, Rolando	Maintenance Services	Fleet Technician III Flex	\$4,109 - \$5,016	August 17, 2019
Lathrop, Megan	Community Development	Building Permit Tech II Flex	\$3,851 - \$4,701	August 17, 2019
Young, Kasey	Police Department	Animal Control Officer I	\$3,170 - \$3,870	August 17, 2019

Open/Competitive Recruitments

<i>Position</i>	<i>Department</i>	<i>Position Type</i>	<i>Open Date</i>	<i>Closed Date</i>
Library & Recreation Services Leader II	Library & Recreation Services	Part-Time	August 29, 2019	Continuous
Animal Care Attendant	Police Department	Part-Time	August 12, 2019	August 30, 2019

Internal/Promotional Recruitments

<i>Position</i>	<i>Department</i>	<i>Position Type</i>	<i>Open Date</i>	<i>Closed Date</i>
City Traffic Engineer	Public Works	Full-Time	August 27, 2019	August 31, 2019

COMMITTEE ACTION:

Not applicable.

STRATEGIC PLAN:

Not applicable.

FISCAL IMPACT:

Not applicable.

ENVIRONMENTAL ANALYSIS:

Environmental review is not required. The proposed actions are not a project under the California Environmental Quality Act.

PREPARED BY: EDELIA EVELAND, HUMAN RESOURCES MANAGER

REVIEWED BY: KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR

REVIEWED BY: MICHELE NISSEN, ASSISTANT CITY MANAGER

SUBMITTED BY: MITCHELL LANSDELL, ACTING CITY MANAGER