



FINANCE COMMITTEE MEETING
5/23/2019
 Placed Before Meeting
 Received at Meeting

City of Palo Alto

MEMORANDUM

TO: Finance Committee
DATE: May 23, 2019
SUBJECT: Fiscal Year 2020 Proposed Budget - Community Services Department Staffing

This memorandum recommends a change in the staffing complement and a corresponding change to the Table of Organization in the Community Services Department, which is item #6 on the May 23, 2019 Finance Committee Agenda.

Subsequent to the release of the Proposed FY 2020 Operating Budget, a necessary change to the Table of Organization in the Community Services Department has been identified. As the result of an agreement resolving a grievance, 1.0 Program Assistant II is recommended to be reclassified to 1.0 Coordinator Recreation Programs. This reclassification provides budgetary authority for the agreement terms on an ongoing basis. As a result of the reclassification, the position will take on a wider and more robust portfolio of community projects and programs, resulting in overall expanded capacity. Contingent on tentative approval of this action by the Finance Committee, ongoing costs of \$7,200 will be incorporated into the FY 2020 Operating Budget as will the necessary change the Table of Organization for FY 2020.

DEPARTMENT HEAD:

Katelyn Nosé
Director, Administrative Services/CFO

CITY MANAGER:

Ed Shikada
City Manager

