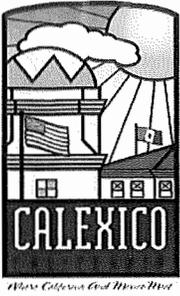


AGENDA
ITEM

16



AGENDA STAFF REPORT

DATE: March 20, 2019
TO: Mayor and City Council
APPROVED BY: David B. Dale, City Manager *DN*
PREPARED BY: Karla E. Lobatos, Finance Director *Kp*
SUBJECT: Approval for Reclassification of Two (2) Permanent Part-Time Accounting Assistant to Permanent Full-Time

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Recommendation:

Staff recommends that City Council approve the reclassification of two (2) permanent part-time Accounting Assistant I to permanent full-time positions.

Background:

The 2018-19 Citywide proposed a balance budget including holding vacancies in the amount of \$ 220,000 and reducing temporary staffing. Until new revenues were realized a hiring freeze was recommended to ensure financial stability.

Discussion & Analysis:

Upon review of Second Quarter report for FY 2018-19, it has been determined that City not only has saved the initial \$ 220,00 from holding vacancies but has increased its savings on Salaries and Benefits to \$ 386,000. Due to the importance of accuracy and timely Financial data it has been determined that the Accounting Assistant positions are essential to the Finance Department therefore requesting reclassification from Part-Time permanent positions to Full-Time permanent positions. These positions will be reclassified to carry out the day to day operations of the City's Finance Department to better serve the community of Calexico.

Fiscal Impact:

FY 2018-19 \$ 9,793.57
FY 2019-20 \$ 119,370.53

Coordinated with:

Human Resources.

Attachment:

Cost projection Finance Department.



City of Calexico

Cost Projection Finance Department

FY 2018-19

Calculations made From April 2019 - June 2019

Position Title	Distributions				EARNINGS				Total Earnings	Benefits						Total Salary + Benefits	3 Month Cost Calculation FY 2018-19	
					Base Pay			CMEA Bonus		52009 PERS Unfunded	52010 PERS EMPLOYER CONTRIBUTION	52011 FICA & MEDI	52012 Health / Medical Waived Total	52013 WORKERS COMP	52014 SUI			52015 Life Insurance
	Fund	Dept	Div	Emp Group	Range	Step	Annual Salary											
Accting Asst 1 PT	111	10	160	CMEA	G-15	1	25,743.40	1,000.00	26,743.40	5,545.12	1,507.53	2,045.87	540.00	3,342.93	267.43	105.84	40,098.12	(10,024.53)
Accting Asst 1 FT	111	10	160	CMEA	G-15	1	30,456.97		30,456.97	5,545.12	1,783.56	2,329.96	15,352.13	3,807.12	304.57	105.84	59,685.27	14,921.32
Accting Asst 1 PT	111	10	160	CMEA	G-15	1	25,743.40	1,000.00	26,743.40	5,545.12	1,507.53	2,045.87	540.00	3,342.93	267.43	105.84	40,098.12	(10,024.53)
Accting Asst 1 FT	111	10	160	CMEA	G-15	1	30,456.97		30,456.97	5,545.12	1,783.56	2,329.96	15,352.13	3,807.12	304.57	105.84	59,685.27	14,921.32

Difference Converting 2 Part-Time to Full Time 9,793.57

Total fiscal impact FY 2019-2020 119,370.53