

BUDGET AND FINANCE COMMITTEE REPORT relative to add funding in the Personnel Department for one Accounting Clerk and three Administrative Clerks for client services and Human Resources and Payroll.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. ADD funding to the Personnel department as indicated in the motion, attached to the Council file.
2. AUTHORIZE by resolution, subject to allocation by the Board of Civil Service, the following positions, to be employed in the Personnel Department for client services and the Human Resources and Payroll (HRP) project for the period July 1, 2021 through June 30, 2022:

<u>Quantity</u>	<u>Class Code</u>	<u>Classification</u>
1	1223	Accounting Clerk
3	1358	Administrative Clerk

Fiscal Impact Statement: Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

#### SUMMARY

At its regular meeting held on June 14, 2021, the Budget and Finance Committee considered a Motion (Koretz – Harris-Dawson) relative to amending the Budget and Finance Committee report on the Mayor’s Proposed Budget for 2021-22 to add funding in the Personnel Department for one Accounting Clerk and three Administrative Clerks for client services and Human Resources and Payroll.

After providing an opportunity for public comment, the Committee moved to approve the recommendation in the Motion, as amended, as stated above. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

BUDGET AND FINANCE COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
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KREKORIAN:	YES
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BLUMENFIELD:	YES
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DE LEÓN:	YES
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RODRIGUEZ:	YES
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PRICE:	YES
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MM 6/14/21 Council file No 21-0600-S92

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**