

**CITY OF SAN MATEO
RESOLUTION NO. ____ (2023)**

**CLASSIFICATION UPDATES IN THE LIBRARY DEPARTMENT
(FISCAL YEAR 2022-23 BUDGET)**

WHEREAS, pursuant to San Mateo Municipal Code Section 2.57.030(d), approval of new classifications and related job specifications, salary schedules, compensation changes, elimination or reinstatement of positions, reallocation of positions, reclassifications, and revisions of job specifications must be approved by City Council Resolution; and

WHEREAS, the proposed changes as detailed below are in response to the challenges in filling per diem Librarian I/II and Literacy Specialist positions in the Children’s division and per diem Library Assistant I positions in the Circulation and Technical Services division and adding a 1.0 FTE merit Librarian I/II and a 1.0 FTE merit Library Assistant I will reduce turnover and create positions where the library will be able to attract and retain qualified staff and provide high-quality customer service; and

WHEREAS, the employee associations representing the impacted classifications have been informed of the classification updates and have not brought forth any objections or concerns; and

WHEREAS, this City Council action is exempt from CEQA review because it can be seen with certainty that there is no possibility that this activity may have a significant effect on the environment. (CEQA Guidelines Section 15061 (b)(3).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES that the following classification updates are approved:

1. The elimination of one (1) vacant Librarian I Per Diem and one (1) vacant Literacy Specialist Per Diem and addition of one (1) Librarian I/II merit FTE in the Children's/Literacy Division.
2. The elimination of three (3) vacant Library Assistant I Per Diem and addition of one (1) Library Assistant I/II merit FTE in the Circulation/Technical Services Division.