

RESOLUTION NO. 2023-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COACHELLA, CALIFORNIA, APPROVING THE CREATION AND FUNDING FOR A FULL-TIME PAYROLL SPECIALIST

WHEREAS, the City has identified need to realign the Accounting Technician position to accommodate the full duties and responsibility of the City’s payroll functions consistent with the standard structures in place in neighboring cities and across the government sector.

WHEREAS, the City currently does not have a Payroll Specialist job position consistent with the specialized knowledge and expertise necessary to complete city payroll activities which are currently performed by an Accounting Technician.

WHEREAS, the City evaluated the duties performed by the Accounting Technician and the required skill set to perform the duties. A Payroll Specialist position is needed based on the duties performed.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the City Council of the City of Coachella, as follows:

Section 1. The City Council hereby finds and determines that the foregoing Recitals of this Resolution are true and correct and hereby incorporated into this Resolution as though fully set forth herein.

Section 2. The City Council hereby approves the Creation and Funding of a Full-Time Payroll Specialist position (attached hereto as Exhibit 1) in the Finance Department and freezes the currently filled payroll technician position once filled.

PASSED, APPROVED and ADOPTED this 25th day of January, 2023.

Steven A. Hernandez
Mayor

ATTEST:

Angela M. Zepeda
City Clerk

APPROVED AS TO FORM:

Carlos Campos
City Attorney

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF COACHELLA)

I HEREBY CERTIFY that the foregoing Resolution No. 2023-01 was duly adopted by the City Council of the City of Coachella at a regular meeting thereof, held on the 25th day of January 2023, by the following vote of Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Deputy City Clerk