



## REPORT TO CITY COUNCIL

**Approved by:**

Wendy Silva  
Wendy Silva, Director of Human Resources

Arnoldo Rodriguez  
Arnoldo Rodriguez, City Manager

**Council Meeting of:** March 15, 2023

**Agenda Number:** B-3

**SUBJECT:**

Informational Report on Personnel Activity

**RECOMMENDATION:**

This report is submitted for informational purposes only and there is no action requested from the City Council (Council)

**SUMMARY:**

The purpose of this report is to provide the Council a monthly informational update on employment matters, including new hires, transfers, and terminations.

**DISCUSSION:**

The Civil Service Commission (Commission) met February 21, 2023, and approved an eligibility list for Public Safety Dispatcher. The Commission also met March 7, 2023, and approved eligibility lists for the following:

- Payroll Specialist
- Police Officer II
- Police Officer Trainee

The following employees began employment with the City since our last report.

Table 1: New Hires and Re-hires				
Name	Position	Department	Status*	Effective Date
Fernando Elizalde	Public Works Maintenance Worker II	Public Works – Streets Division	FT	2/13/23
Joston Frost	Public Works Maintenance Worker I	Public Works – Streets Division	PT	2/13/23

**Table 1: New Hires and Re-hires, continued**

Name	Position	Department	Status*	Effective Date
Haley Christenson	Administrative Analyst I	Engineering	FT	2/13/23
Jeremy Myers	Public Works Maintenance Worker II	Public Works – Streets Division	FT	2/13/23
Jason Skipper	Code Enforcement Consultant	Police Department	PT	2/13/23
Juan Raygoza, Jr.	Program Leader I	Parks & Community Services	PT	2/27/23
Leilani Franco	Program Leader I	Parks & Community Services	PT	2/27/23
Rosario Navarro	Park Aide	Parks & Community Services	PT	2/27/23

\*Status: PT = Part Time, FT = Full Time

The following promotions, transfers, or assignment changes occurred since our last report.

**Table 2: Promotions, Transfers, or Assignment Changes**

Name	Old Position	New Position	Effective Date
Andres Martinez	Wastewater Treatment Plant Lab Analyst/Environmental Compliance Inspector I	Wastewater Treatment Plant Lead Operator	2/11/23
Grace Salazar	Program Leader I	Part Time Office Assistant – Parks & Community Services	2/13/23
Joston Frost	Part Time Public Works Maintenance Worker I	Public Works Equipment Operator	2/27/23

The following employees separated from employment since our last report.

**Table 3: Separations**

Name	Position	Department	Status*	Effective Date
Ciara Rousey	Program Leader I	Parks & Community Services	PT	11/5/22

**Table 3: Separations, continued**

Name	Position	Department	Status*	Effective Date
Jerry Bowles	Park Aide	Parks & Community Services	PT	1/5/23
Orlando Jesus Perez	Park Aide	Parks & Community Services	PT	1/7/23
Juan Zapata	Park Aide	Parks & Community Services	PT	1/28/23
Juan Hernandez	Park Aide	Parks & Community Services	PT	1/28/23
Daisy Reyes	Office Assistant	Parks & Community Services	PT	1/28/23
Richard Hunter	Code Enforcement Consultant	Police Department	PT	2/3/23
Rosa Hernandez	Administrative Analyst I	Finance Department	FT	2/15/23
Stephanie Rodriguez	Records Clerk	Police Department	FT	2/15/23
Armand Molina, Jr.	Police Officer Trainee	Police Department	FT	2/20/23
Juan Pablo Balbuena Moreno	Program Leader I	Parks & Community Services	PT	2/21/23

\*Status: PT = Part Time, FT = Full Time

#### **FINANCIAL IMPACT:**

Funding for positions and employees to fill those positions is contemplated annually by the Council in the budget process. During the course of any given fiscal year, individual employees filling specific positions may change due to a number of various circumstances. All hiring and termination decisions are subject to the approval of the City Manager.

#### **ALTERNATIVES:**

This report is for informational purposes only.

#### **ATTACHMENTS:**

None