


**CITY OF MARYSVILLE AGENDA BILL**

**EXECUTIVE SUMMARY FOR ACTION**

**CITY COUNCIL MEETING DATE: February 12, 2018**

<b>AGENDA ITEM:</b>	
Authorizing an increase in hours for the Computer Support Technician from .75 FTE to a full FTE.	
<b>PREPARED BY:</b>	<b>DIRECTOR APPROVAL:</b> 
Worth Norton	
<b>DEPARTMENT:</b>	
Finance / Information Services	
<b>ATTACHMENTS:</b>	
None	
<b>BUDGET CODE:</b>	<b>AMOUNT:</b>
50300090	16,965.00
<b>SUMMARY:</b>	

Currently the Information Services department has a vacant .75 FTE computer support position. This position became vacant on January 19, 2018.

There is a significant need for additional hours in the Information Services department to help reduce overtime and improve customer service. By increasing this position's hours to full time, Information Services will be able to help reduce a backlog of support tickets and entice a greater pool of applicants to fill the vacant position.

As this position is currently a .75 FTE, most benefits are already being paid so the increased cost is primarily salary and taxes.

**RECOMMENDED ACTION:**

City staff recommends that the City Council authorize the increase in hours for the Information Services Computer Technician from a .75 FTE to a full FTE.