



## **MEDIA RELEASE**

August 8, 2017

**FOR IMMEDIATE RELEASE**

**Administrative Services Department  
821 Pine Street  
Paso Robles, CA 93446**

**CITY OF PASO ROBLES ANNOUNCES REORGANIZATION OF  
ADMINISTRATIVE SERVICES DEPARTMENT  
*New Interim Administrative Services Director Named***

PASO ROBLES, CA – Paso Robles City Manager Tom Frutchey today announced the reorganization of the Administrative Services Department to include the services of Finance, Utility Billing, Accounts Payable and Receivable, Payroll, and now Human Resources and Risk Management, under the direction of Marlaine Sanders. The new department represents a strategic realignment of resources designed to better support Paso Robles residents and the municipal organization as a whole.

Sanders, who most recently served the city as Human Resources Manager, will lead the new department in concert with soon to be filled Finance Manager and Human Resources/Risk Manager positions, as well as key staff members in all service sectors of the department. Ms. Sanders is assuming her new duties immediately.

Together this team consists of 13 full-time staff whom are responsible for direct services to the public that include utility billing, business licensing, accounts payable/receivable, and transparency in financial reporting. The department plays the lead role in budgetary processes, supporting all city departments and fund centers. Also, the team provides critical internal business support in the areas of employee recruitment, training and development, labor negotiations, payroll, and citywide safety programs.

“Bringing human resources and risk management together with payroll and finance creates a natural marriage of services. Effective risk management, for example, requires the integration of multiple perspectives, including human resources (for workers compensation) and financial analysis (for liability insurance and claims). Similarly, modern-day payroll services require extensive knowledge of human resources as well as finance. As a result, the merger of these functions is a significant step forward in

deploying services in a coordinated and efficient fashion to both our residents and our employees.” commented Paso Robles City Manager Tom Frutchey.

Mr. Frutchey also extended his appreciation to Catherine Piatti, Theresa Variano, and the rest of the Administrative Staff, who have all assumed additional roles and demonstrated praiseworthy dedication to the department and its customers, during the last 5 months while the recruitment for the new director was underway and the position was vacant.

“I am excited by the new partnership between the financial and payroll disciplines and human resources and risk management. There is a synergy to bringing these services together,” said Marlaine Sanders, Interim Administrative Services Director. “The collaboration of this newly formed team will serve our residents and city employees well. I look forward to leading its reorganization.”

The City of Paso Robles Administrative Services Department (821 Pine Street) can be reached at 237-3999 or Human Resources (1000 Spring Street) at 237-3962. These services will be merging under one roof at 821 Pine Street (the City Hall Annex) in the coming weeks.

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