

# APPROVED

DEC 18 2019

## BOARD OF RECREATION AND PARK COMMISSIONERS

**BOARD REPORT**

NO. 19-247

DATE December 18, 2019

C.D. All

### BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10547 – SECTION 1D (SUBSTITUTE POSITIONS) AND SECTION 1G (OTHER SPECIAL FUNDED POSITIONS)

AP Diaz		S. Piña-Cortez	_____
*H. Fujita	_____	C. Santo Domingo	_____
V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved   X                        Disapproved \_\_\_\_\_                      Withdrawn \_\_\_\_\_

### RECOMMENDATION

Amend Personnel Resolution No. 10547 effective immediately as follows:

#### Section 1D – Substitute Positions

##### Add

<u>No.</u>	<u>Code</u>	<u>Classification &amp; Location</u>
1	3344	Carpenter – Observatory

#### Section 1G – Other Special Funded Positions

##### Add

<u>No.</u>	<u>Code</u>	<u>Classification/Location/Funding</u>
1	1790	Special Events Coordinator – First and Broadway – Fund 302-89-722H

### SUMMARY

The Department of Recreation and Parks (RAP) staff recommends the Board of Recreation and Park Commissioners (Board) establish one (1) substitute position of Carpenter, Code 3344, and one (1) special funded position of Special Events Coordinator, Code 1790.

Although the Griffith Observatory is budgeted a regular position of Building Repairer II, Code 3333-2, management believes the duties it wants to assign the position to be more appropriate

## BOARD REPORT

PG. 2 NO. 19-247

to the classification of Carpenter, Code 3344. Upon approval by the Board, staff will work on having the Building Repairer position reallocated to a Carpenter position.

A capital project to develop a downtown site that was cleared for development and is bounded by County of Los Angeles Grand Park on the north, North Spring Street on the east, West First Street on the south, and North Broadway on the west will begin construction in 2020. The planned facility is presently being referred to as First and Broadway Civic Center Park or "First and Broadway." Management has identified a need for a Special Events Coordinator to handle events currently being permitted on the site and develop a program of special events for First and Broadway before it is completed and opens to the public. Upon approval by the Board, staff will request the Personnel Department to review the duties of the proposed position and determine if they can be appropriately allocated to the Special Events Coordinator classification.

This report has been reviewed by the Office of the City Administrative Officer.

### FISCAL IMPACT

The top annual salary of a Carpenter is Eighty-Eight Thousand, Eight Hundred Twenty-Three Dollars and Fifty-Two Cents (\$88,823.52). The impact on RAP's General Fund of establishing this position will be limited inasmuch as its cost will be largely offset by holding the Building Repairer II position vacant. The top annual salary of a Building Repairer II is Seventy-Two Thousand, One Hundred and Eighty-Two Dollars and Sixteen Cents (\$72,182.16).

The top annual salary of a Special Events Coordinator is One Hundred One Thousand, Nine Hundred Seventy-Seven Dollars and Ninety-Two Cents (\$101,977.92). Establishing this position will have no impact on RAP's General Fund given the Finance Division will ensure the direct cost of the position is paid from the referenced special fund.

### STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Board Report will have no impact on RAP's Strategic Plan as there will be no net increase in the number of full-time regular authority positions:

Goal No. 7: "Maintain a Diverse and Dynamic Workforce"

Outcome No. 2: development and retention of a workforce that meets the park system's public service and management needs

Key Metric: number of full-time regular authority positions

Target: 1,720 by 2022

Result: the current number of full-time regular authority positions (1,537) will not change

This Report was prepared by Harold T. Fujita, Director, Human Resources Division.