

APPROVED  
OCT 02 2019

BOARD OF RECREATION  
AND PARK COMMISSIONERS

BOARD REPORT

NO. 19-197

DATE October 2, 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Approved X Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_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	2460	Recreation Supervisor – Expo Center

Section 1G – Other Special Funded Positions

Add

<u>No.</u>	<u>Code</u>	<u>Classification &amp; Location</u>
1	2424	Principal Park Services Attendant – Park Services

SUMMARY

The Department of Recreation and Parks (RAP) staff recommends the Board of Recreation and Park Commissioners (Board) establish a substitute position of Recreation Supervisor, Code 2460, and a special funded position of Park Services Attendant, Code 2424, in RAP.

RAP management has identified the need for an additional Recreation Supervisor at Expo Center to provide a greater level of administrative support at that flagship facility. Similarly, management believes there is a need for an additional Principal Park Services Attendant position in the Park Services Division of the Special Operations Branch.

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

FISCAL IMPACT STATEMENT

The top annual salary of a Recreation Supervisor is Ninety-Six Thousand, Seven Hundred Fifty-Seven Dollars and Ninety-Two Cents (\$96,757.92). If approved, the Special Operations Branch will fund seventy percent (70%) of the direct cost of the substitute Recreation Supervisor position by holding a regular Senior Administrative Clerk, Code 1368, position vacant. The top annual salary of a Senior Administrative Clerk is Sixty-Seven Thousand, Eight Hundred Eighteen Dollars and Twenty-Four Cents (\$67,818.24).

The top annual salary of a Principal Park Services Attendant is Eighty-One Thousand, Seven Hundred Three Dollars and Forty-Four Cents (\$81,703.44). If approved, the direct cost of this special funded position will be paid from collected film fees.

Approval of this Board Report will impact RAP's General Fund to a small and limited degree as nearly Twenty-Nine Thousand Dollars (\$29,000.00) of the direct salary cost for the substitute Recreation Supervisor position will need to come from other salary savings.

STRATEGIC PLAN IMPACT STATEMENT

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.