

APPROVED
JUL 09 2008

REPORT OF GENERAL MANAGER

NO. 08-205

DATE July 9, 2008

C.D. All

BOARD OF RECREATION
and PARK COMMISSIONERS

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SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10238 – SECTION 1G
(SPECIAL FUNDED POSITIONS)

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[Signature]
General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

That the Board amend Personnel Resolution No. 10238 effective immediately as follows:

Section 1G – Special Funded Positions:

ADD

<u>No.</u>	<u>Code</u>	<u>Classification/Location/Funding</u>
1	2500	Community Program Director - Smart Irrigation Projects - DWP

DELETE

<u>No.</u>	<u>Code</u>	<u>Classification/Location/Funding</u>
1	3525	Equipment Operator - Smart Irrigation Projects - DWP

SUMMARY:

Earlier this calendar year staff requested the Personnel Department to consider establishing a new classification to manage the youth development component of the Smart Irrigation Projects which were budgeted for the current fiscal year. The first goal of these projects, which are funded by the Department of Water and Power (DWP), is to develop and promote water conservation by maximizing the efficient use of irrigation water at our City parks. The second goal of these projects is to employ young adults between the ages of 18 and 24 to provide them intensive hands-on training skills in basic landscape irrigation construction that will enable them to seek full-time employment in the future.

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The General Manager identified the need for a manager to direct and coordinate training for the young adults on equipment, basic irrigation, how to read plans, first-aid, safety, and basic life skills such as finance, positive communication, cultural sensitivity, team work, trust, and community involvement. In addition, a manager is needed to direct Department-wide anti-gang youth development programs and activities. In this capacity, the manager will serve as liaison to the Mayor's Office, City Council, Neighborhood Councils, Park Advisory Boards, non-profit organizations and community leaders on the Department's anti-gang programs and promote the Department services and programs that are designed to reduce gang activity in communities.

Staff of the Personnel Department reviewed the proposed job duties and determined that there was no need to consider establishing a new classification as those duties could be appropriately performed by a currently existing classification: Community Program Director. Therefore, staff is recommending that the Board create a position of Community Program Director, Class Code 2500, within the Department.

Staff of the City Administrative Officer has reviewed this report.

FISCAL IMPACT STATEMENT:

The top annual salary of a Community Program Director is \$87,737.36. In order to cover most of the cost of establishing this position, staff recommends deleting an Equipment Operator position allocated to the Smart Irrigation Projects from the Department FY 2008-09 Personnel Resolution, and adding a Community Program Director to the same. The top annual salary of an Equipment Operator is \$73,706.40.

This report was prepared by Harold T. Fujita, Director of Human Resources.