

REPORT OF GENERAL MANAGER

APPROVED
FEB 21 2007

NO. 07-52

DATE February 21, 2007

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. All

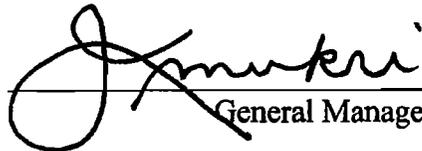
BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10165 – SECTION 1G
(SPECIAL FUNDED POSITIONS)

R. Adams
J. Combs
*H. Fujita
S. Huntley



J. Kolb
F. Mok
K. Regan
M. Shull



General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

That the Board amend Personnel Resolution No. 10165 effective immediately as follows:

Section 1G – Special Funded Positions:

ADD

<u>No.</u>	<u>Code</u>	<u>Classification/Location/Funding</u>
1	2412-2	Park Services Attendant II - Park Film Office - Film Coordination Surcharge

SUMMARY:

The Park Film Office experienced dramatic growth in the number of film permits it issued during the last calendar year. A total of 1,903 film permits were issued in 2006 while only 945 film permits were issued in 2005. This increase has created operating problems for the Park Film Office which is staffed by two full-time Park Services Attendants and part-time support staff. Since June 2006 the Park Film Office has experienced a 66% turnover in its part-time staff. Staff has concluded that an additional full-time Park Services Attendant is needed to provide stability and ensure satisfactory customer service in issuing film permits at a level that is not expected to diminish.

Staff of the City Administrative Officer has reviewed this Board Report and determined that the proposed changes will utilize funds as intended.

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FISCAL IMPACT STATEMENT:

The annual salary cost for a Park Services Attendant II is approximately \$41,745. Based on the number of film permits expected to be issued, it is anticipated that the Park Film Office will generate sufficient funding from Film Coordination Surcharge fees to fully cover the cost of the position.

The creation of this position will have no affect on the General Fund as it will be fully funded by a special funding source.

Prepared by Harold Fujita, Director, Human Resources Division.