

**APPROVED**  
JUL 11 2007

REPORT OF GENERAL MANAGER

NO. 07-168

DATE July 11, 2007

**BOARD OF RECREATION  
and PARK COMMISSIONERS**

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

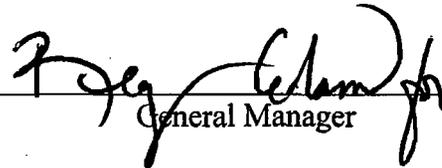
SUBJECT: FISCAL YEAR 2007-08 PERSONNEL RESOLUTION

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General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Adopt the Fiscal Year 2007-08 Personnel Resolution as on file in the Board Office, effective July 1, 2007; and,
2. Authorize the release of substitute positions for Fiscal Year 2007-08 as listed in the Fiscal Year 2007-08 Personnel Resolution.

SUMMARY:

The Board of Recreation and Park Commissioners establishes the Department's employment authority on an annual basis through the Personnel Resolution.

The Fiscal Year (FY) 2007-08 Personnel Resolution authorizes 2,117 regular positions, five Commissioner positions, 56 substitute positions, 126 special funded (grants and other funding sources) positions, and 46 in-lieu positions. In addition, it authorizes 41 positions for which the Department has been budgeted salaries for one year ("One-time Funded Positions"). It is possible that some of these One-time Funded Positions will be converted into regular positions in next fiscal year's budget (FY 2008-09). Finally, it authorizes 30 classifications (some at multiple pay grades or salary rates) that may be used to employ as-needed employees, and 23 classifications (some at multiple pay grades or salary rates) that may be used to retain hiring hall craft employees.

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A comparison between positions that were authorized at the outset of FY 2006-07 and those positions that will be authorized for FY 2007-08, upon adoption of the attached Personnel Resolution, is as follows:

	<u>FY 2006-07</u>	<u>FY 2007-08</u>	<u>Difference</u>
Regular	2,034	2,117	+83
Commissioner	5	5	no change
One-time Funded	93	41	-52
Substitute	57	56	-1
Special Funded	114	126	+12
In-lieu	29	46	+17

Changes being incorporated in the regular positions authorized by this Personnel Resolution include the addition of 87 positions and the deletion of four positions for a net gain of 83 regular positions. Many of these 83 new regular positions were authorized in the FY 2006-07 Personnel Resolution as resolution positions and were "regularized" as anticipated. The detail on these regular positions is as follows:

**REGULAR POSITIONS**

ADD

<u>No.</u>	<u>Classification</u>	<u>Program/Service</u>
2	Accounting Clerk I	Finance
1	Aquatic Facility Manager I	Facility Recreation Services
2	Applications Programmer	Systems and Information Technology
1	Architect	Planning and Development
1	Architectural Associate II	Planning and Development
1	Building Operating Engineer	Griffith Observatory Building Support
3	Building Repairer I	Griffith Observatory
1	Civil Engineer	Planning and Development
8	Clerk Typists	Aquatics (1), CLASS (1), EPICC (1), Human Resources (1), Metro Region (2), Pacific Region (1), West Region (1)
1	Communications Electrician	Griffith Observatory
1	Construction and Maintenance Supervisor	West Region Construction
2	Child Care Associate I	Facility Recreation Services
1	Curator of Griffith Observatory	Griffith Observatory
1	Custodian	Facility Recreation Services
1	Director of Systems	Systems and Information Technology
1	Electrical Engineering Associate IV	Planning and Development

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REGULAR POSITIONS (continued)

ADD

<u>No.</u>	<u>Classification</u>	<u>Program/Service</u>
1	Electrician	Griffith Observatory
1	Environmental Specialist II	Planning and Development
1	Equipment Operator	Facility Maintenance Services
22	Gardener Caretaker	Griffith Observatory (14), Facility Maintenance Services (7) and Sun Valley Junior Arts Center (1)
1	Landscape Architect I	Planning and Development
1	Landscape Architect II	Planning and Development
2	Landscape Architectural Associate II	Planning and Development
1	Maintenance and Construction Helper	Facility Maintenance Services
1	Management Assistant	Griffith Observatory
1	Observatory Director I	Griffith Observatory
1	Park Maintenance Supervisor	Griffith Observatory
3	Park Ranger	Griffith Observatory
1	Park Services Attendant I	Griffith Observatory
1	Park Services Supervisor	Griffith Observatory
1	Principal Grounds Mtce Supervisor II	Griffith Region Grounds Maintenance
1	Principal Park Services Attendant	Griffith Observatory
1	Programmer Analyst I	Systems and Information Technology
3	Recreation Coordinator	Facility Recreation Services
2	Recreation Facility Director	Facility Recreation Services
1	Senior Clerk Typist	Griffith Observatory
5	Senior Gardener	Griffith Observatory (4) and Facility Maintenance Services (1)
1	Senior Management Analyst I	Planning and Development
1	Senior Park Ranger I	Griffith Observatory
1	Senior Park Services Attendant I	Griffith Observatory
1	Senior Recreation Director I	Facility Recreation Services
1	Systems Analyst	Griffith Observatory
1	Video Production Coordinator	Griffith Observatory
1	Volunteer Coordinator	Griffith Observatory

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### REGULAR POSITIONS (continued)

#### DELETE

<u>No.</u>	<u>Classification</u>	<u>Program/Service</u>
1	Cement Finisher Worker	West Region Maintenance
1	Civil Engineering Drafting Technician	Planning and Development
1	Maintenance and Construction Helper	West Region Maintenance
1	Recreation Coordinator	Pacific Region - Rancho San Pedro

The detail on the 41 positions for which the Department received salary funding for a year, and that may be converted into regular positions in next fiscal year's budget (FY 2008- 09), is as follows:

### ONE-TIME FUNDED POSITIONS

<u>No.</u>	<u>Classification</u>	<u>Program/Service</u>
1	Accountant II	Grant Administration and Support
1	Chief Park Ranger	Park Ranger Supplemental Deployment
1	Emergency Preparedness Coordinator I	Park Ranger Supplemental Deployment
9	Gardener Caretaker	New and Renovated Facilities - Mtce (7) MacArthur Park Staffing Structure (2)
1	Irrigation Specialist	New and Renovated Facilities
17	Park Ranger	Park Ranger Supplemental Deployment
1	Project Assistant	Park Ranger Supplemental Deployment
4	Recreation Coordinator	New and Renovated Facilities - Rec (2) MacArthur Park Staffing Structure (2)
2	Recreation Facility Director	New and Renovated Facilities - Rec (2)
1	Senior Accountant	Grant Administration and Support
1	Senior Clerk Typist	Park Ranger Supplemental Deployment
2	Senior Gardener	New and Renovated Facilities - Mtce (2)

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

### FISCAL IMPACT STATEMENT:

Approval of this Board Report will not have a fiscal impact on the Department's General Fund inasmuch as the staffing authority contained in the FY 2007-08 Personnel Resolution is limited by the amount of money available on the records of the City Controller for the payment of salaries and wages in the Department.

Prepared by Harold T. Fujita, Director of Human Resources.