

REPORT OF GENERAL MANAGER

NO. 04-107

DATE April 7, 2004

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10027 – SECTION 1C
SUBSTITUTE AUTHORITY – ONE SPECIAL OFFICER III

K. Chan	_____	M. Mariscal	_____
J. Combs	_____	F. Mok	_____
*H. Fujita	<u> </u>	K. Regan	_____
J. Kolb	_____	G. Stigile	_____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board amend Personnel Resolution No. 10027, effective immediately as follows:

Section 1C – Substitute Positions:

ADD

<u>No.</u>	<u>Code</u>	<u>Classification</u>	<u>MOU</u>
1	3183R	Special Officer III	18

SUMMARY:

The enforcement activities of Recreation and Parks' Park Ranger Division are part of the impending consolidation of security forces within the City. It is critical that the Park Ranger Division have the leadership of an individual who is both familiar with Recreation and Parks' as well as General Services' needs, and who is capable of facilitating the smooth transition of personnel and function. Staff is recommending the creation of a Special Officer III position within the Park Ranger Division, so that a temporary transfer of an employee with this unique experience can assume the leadership role.

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City Charter Section 233 (Temporary Transfer of Employees) provides that the Mayor may make temporary transfers of employees, not to exceed 120 days in any calendar year, between departments. The Mayor has approved the temporary transfer of Yin Wong, Special Officer III, from the Department of General Services to Recreation and Parks for a period not to exceed 120 days.

The cost of funding this position for the remainder of the fiscal year is approximately \$15,864. The position of Chief Park Ranger will be held to fund this position.

Prepared by Cheryl Torres.