

REPORT OF GENERAL MANAGER

NO. 04-272

DATE September 1, 2004

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10075 - SECTION 1A
REGULAR POSITIONS - SECTION 1C SUBSTITUTE POSITIONS - SECTION
1D IN-LIEU POSITIONS - SECTION 1E SPECIAL FUNDED POSITIONS

K. Chan	_____	J. Combs	_____
*H. Fujita	_____	J. Kolb	_____
F. Mok	_____	G. Stigile	_____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board amend Personnel Resolution No. 10075 effective immediately as follows:

Section 1A - Regular Positions:

Add

<u>No.</u>	<u>Code</u>	<u>Classification</u>	<u>MOU</u>
1	3426	Painter Supervisor	13

Delete

<u>No.</u>	<u>Code</u>	<u>Classification</u>	<u>MOU</u>
1	3424	Senior Painter	02

Section 1C - Substitute Positions:

Delete

<u>No.</u>	<u>Code</u>	<u>Classification & Location</u>
1	1513-2	Accountant II - Grants Accounting
1	1223-1	Accounting Clerk I - Grants Accounting
1	9230	Chief Financial Officer - Finance
1	9182	Chief Management Analyst - Budget
1	1525-2	Principal Accountant II - Grants Accounting
1	1523-2	Senior Accountant II - Grants Accounting

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Section 1D - In-lieu Positions:

Add

<u>No.</u>	<u>Code</u>	<u>Classification & Location</u>
1	9184-2	Management Analyst II - Human Resources (in-lieu of Personnel Analyst II)

Section 1E - Special Funded Positions:

Add

<u>No.</u>	<u>Code</u>	<u>Classification/Location/Funding</u>
4	3141	Gardener Caretaker - Golf Mtce - Golf Surcharge (321K)
2	3523	Light Equipment Operator - Golf Mtce - Golf Surcharge (321K)
2	9184-2	Management Analyst II - Admin Support - Concession Fees
2	9184-2	Management Analyst II - MRP Procurement - MRP
1	2412-2	Park Services Attendant II - Tennis - Tennis Surcharge
1	1368	Senior Clerk Typist - Tennis - Tennis Surcharge
3	3143	Senior Gardener - Golf Mtce - Golf Surcharge (321K)
1	2442	Senior Park Services Attendant - Greek Theatre - Parking Fees

SUMMARY:

The change to Section 1A (Regular Positions) is recommended to give effect to an action taken by the Board of Civil Service Commissioners at its meeting of July 15, 2004, to reallocate a Senior Painter position to Painter Supervisor at the request of the Human Resources Division.

The changes to Section 1C (Substitute Positions) are recommended following approval by City Council and the Board of Recreation and Park Commissioners on August 11, 2004, of an expenditure plan for an augmentation of \$8M to the Department's budget (CF 04-0600-S21; Board Report No. 04-256). An element of that expenditure plan created a net of 84 additional positions in regular authority, four (4) of which support Grants Accounting and two (2) of which support budget formulation. The positions, originally established in substitute authority, can now be deleted from substitute authority as a result of the Board's action.

The change to Section 1D (In-Lieu Positions) is recommended for the purpose of allowing the Human Resources Division to promote an incumbent into a Management Analyst II position, in-lieu of a Personnel Analyst II position that was allocated by the Board of Civil Service Commissioners at its meeting of June 17, 2004. The salaries of the classifications (Management Analyst II and Personnel Analyst II) are identical.

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The changes to Section 1E (Special Funded Positions) are recommended for the purpose of establishing critically needed, administrative support positions to be funded by a variety of special funding sources. There will be no net effect on the general fund budget (i.e., Account 1010 - General Salaries). The Finance Division has the responsibility for periodically monitoring and verifying that the special funding is received to cover the cost of all Special Funded Positions that are authorized, and for carrying out the transfer of special funds to reimburse the Department for the full salary cost of any position listed in Section 1E (Special Funded Positions).

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

Prepared by Harold T. Fujita