

AGENDA ITEM NO.

COUNCIL MEETING 02/06/07  
APPROVED BY

*[Signature]*  
DEPARTMENT DIRECTOR

CITY MANAGER

February 6, 2007

FROM: RANDALL L. COOPER, Director  
Parks, Recreation and Community Services Department

BY: MARYJANE FITZPATRICK, Recreation Manager  
PAUL MELIKIAN, Administrative Manager *[Signature]*  
Parks, Recreation and Community Services Department

SUBJECT: 1) APPROVE THE 8<sup>th</sup> AMENDMENT TO THE POSITION AUTHORIZATION RESOLUTION (PAR) NO. 2006-254 CONVERTING SIX PERMANENT-INTERMITTANT RECREATION LEADER POSITIONS TO FOUR FULL-TIME RECREATION SPECIALISTS IN THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT  
2) APPROVE AN AGREEMENT WITH THE FRESNO CITY EMPLOYEES ASSOCIATION FOR THE INTERNAL RECRUITMENT OF FOUR NEW FULL-TIME RECREATION SPECIALIST POSITIONS

KEY RESULT AREA            Resource Management

**RECOMMENDATIONS**

Staff recommends that the Council approve (1) the 8<sup>th</sup> Amendment to the PAR converting four vacant and two filled permanent-intermittent (PI) positions to four permanent full-time Recreation Specialist positions and (2) a side agreement to the existing MOU with the Fresno City Employees Association (FCEA) for the internal recruitment for four new full-time Recreation Specialist positions necessary for the continued development of our employees and recreation programming in the Parks, Recreation, and Community Services Department (PRCS).

**EXECUTIVE SUMMARY**

With the support of FCEA, PRCS is committed to converting our part-time Recreation Leader positions into full-time opportunities for staff. The Recreation Division requires a career step between part-time workers and Recreation Supervisors. A full-time Recreation Specialist (an existing City job class) will create increased program capacity and employee satisfaction related to additional career development opportunities.

This conversion request is 'FTE neutral' to the City in that we are creating four full-time positions from six part-time positions. Existing permanent part-time Recreation Leaders are limited to a work schedule of 60-64 hours per pay period. This is limiting in that:

- Recreation Leaders are not able to advance in their classification to full-time status and have a current maximum earning capacity of \$18,486 per year.
- The Recreation Division does not have any non-supervisory full-time employees necessary to increase program capacity.

- The career ladder in the Recreation Division is missing a crucial “rung” for employee development, resulting in a limited in-house pool of applicants for front-line supervisory positions.

Per the attached agreement with FCEA, PRCS will recruit for the initial four full-time Recreation Specialists exclusively from our existing part-time Recreation Leaders. Going forward, PRCS intends to have open recruitments as additional Recreation Leader vacancies occur through promotion or attrition. The Recreation Leader (part-time) and Recreation Specialist (full-time) positions are both a part of the FCEA bargaining unit.

### KEY OBJECTIVE BALANCE

Several of our part-time Recreation Leaders have served the community for over two decades. The full-time Recreation Specialist positions will allow PRCS to create much needed opportunities for advancement and continue to meet the needs of the dynamic business of recreation. This will lead to better customer service as employees will take more ownership over their positions and create additional program capacity.

### BACKGROUND

In February 2006, PRCS submitted a grant application of \$49,999 for the Fresno Mobile Recreation Vehicle Project to the Pacific Forest and Watershed Lands Stewardship Council. The Stewardship Council is a private, nonprofit organization that was established in 2004 as part of the settlement of the Pacific Gas and Electric Company's (PG&E) bankruptcy. Its priorities include outdoor recreation, sustainable forestry, agriculture, habitat protection, open space preservation, and the protection of historic values.

Underserved Fresno youth face barriers to quality outdoor experiences. Factors such as safety issues, financial constraints, and a lack of abundant outdoor programming have lead to children spending too much time inside—even while living near green spaces.

On July 14, 2006 the Pacific Forest and Watershed Lands Stewardship Council awarded PRCS \$45,000 to fund the Fresno Mobile Recreation Vehicle Project in an effort to help eliminate some of the barriers underserved Fresno youth face concerning outdoor recreation programs. The acceptance and appropriation of the grant to purchase the Mobile Fitness Vehicle was approved by Council on August 22, 2006.

PRCS currently has 33 Permanent Part-time Recreation Leader positions. These positions serve in a lead capacity of temporary staff that provides recreation programs at all community and neighborhood centers. Most employees in the Recreation Leader position have expressed their desire to become full-time team members. Employee satisfaction has been diminished by the limited number of hours they may work. In some cases, employees must leave the service they love to work full-time somewhere else. The typical work schedule for PPT's is 3:00 p.m. to 10:00 p.m. Employees often work their second job before they report to their Neighborhood Park or Community Center assignment.

The Recreation Division plans to utilize these full-time positions for the operation of the Mobile Fitness Vehicle, City-wide events planning activities, expansion of the After School Recreation program and further development of the existing Youth and Adult Sports programs. Staff assigned to these areas must develop and facilitate multi-age program components in the areas of enrichment, fitness, technology, and nutrition. This level of responsibility is most appropriate for a full-time position, and we believe that many of our current part-time Recreation Leaders qualify for this opportunity for promotion.

**FISCAL IMPACT**

The four full-time Recreation Specialist positions will cost approximately \$24,000 more than the existing part-time Recreation Leader positions for the remainder of FY 2007. This additional cost (for salary and fringe) will be offset by salary savings created by the existing Recreation Leader vacancies totaling approximately \$20,000. (The same positions we are converting as a result of this Council action.) The ongoing additional cost to the General Fund (FY 2008 and beyond) is approximately \$72,000 annually.

Attachment: PAR Amendment  
Agreement with FCEA

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO MAKING THE EIGHTH AMENDMENT TO RESOLUTION NO. 2006-254 ENTITLED "A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO ESTABLISHING THE NUMBER OF POSITIONS AUTHORIZED IN THE VARIOUS DEPARTMENTS AND OFFICES OF THE CITY FOR FISCAL YEAR 2007"

RESOLVED, by the Council of the City of Fresno, as follows:

SECTION 1.

Part V, Section 21.1 of Resolution 2006-254 is hereby amended to read:

Parks, Recreation and Community Services Department

Section 21.1 Parks & Recreation Administration Division; Community Services Division; Recreation Division; Parks Division

	FROM	TO
Full Year	139	139
Jan. 30-June	<u>0</u>	<u>4</u>
	139	143

SECTION 2.

Part VI, Section 21.1 of Resolution 2006-254 is hereby amended to read:

Parks, Recreation and Community Services Department

Section 17.1 Parks & Recreation Administration Division; Community Services Division; Recreation Division; Parks Division

	Positions		FTE	
	FROM	TO	FROM	TO
Full Year	31	25	22.95	18.95
July-Jan. 29	<u>0</u>	<u>6</u>	<u>0</u>	<u>4.00</u>
	31	31	22.95	22.95

SECTION 3.

Upon final legislative approval, this resolution shall become effective retroactively on January 30, 2007.

\* \* \* \* \*

STATE OF CALIFORNIA )  
COUNTY OF FRESNO ) ss.  
CITY OF FRESNO )

I, REBECCA E. KLISCH, City Clerk of the City of Fresno, certify that the foregoing Resolution was adopted by the Council of the City of Fresno, at a regular meeting held on the \_\_\_ day of \_\_\_\_\_, 2007.

AYES :  
NOES :  
ABSENT :  
ABSTAIN :

Mayor Approval: \_\_\_\_\_, 2007

Mayor Approval/No Return: \_\_\_\_\_, 2007

Mayor Veto: \_\_\_\_\_, 2007

Council Override Vote: \_\_\_\_\_, 2007

REBECCA E. KLISCH  
City Clerk

BY: \_\_\_\_\_

APPROVED AS TO FORM  
CITY ATTORNEY'S OFFICE

BY: Victoria Parks Tuttle  
Deputy City Attorney

**ANNUAL POSITION AUTHORIZATION RESOLUTION FY 2007**

	Department	Months Authorized	Positions Authorized
<b>FINANCE DEPARTMENT</b>			
Section 16.1	Administration Division; Accounting Division	Full Year	42
16.2	Budget Division	Full Year	15
16.3	Business License/Utility Billing and Collection Division	Full Year	73
 <b>FIRE DEPARTMENT</b>			
Section 17.1		Full Year	365
	Administration Division; Fire Suppression and Emergency	Oct-June	2
	Response Division; Fire Prevention and Investigation Division;	Oct24-Jun	36
	Training & Support Services Division	Nov14-Jun	1
			<u>404</u>
 <b>GENERAL CITY PURPOSE DEPARTMENT</b>			
Section 18.1	Redevelopment Services Division	Full Year	6
18.2	Retirement Division	Full Year	9
 <b>GENERAL SERVICES DEPARTMENT</b>			
Section 19.1	General Services Administration Division	Full Year	4
19.2	Purchasing Division	Full Year	17
19.3	Central Printing Division	Full Year	8
19.4	Fleet Management Division; Fleet Equip Acq Division	Full Year	70
19.5	Facilities Management Division; Facilities Special Projects Division	Full Year	32
		Oct-June	5
			37
 <b>INFORMATION SERVICES DEPARTMENT</b>			
Section 20.1	Information Services Administration Division; System Application Division; Computer Services Division	Full Year	52
		Oct-June	7
			59
20.2	Communication Services Division	Full Year	13
 <b>PARKS, RECREATION, AND COMMUNITY SERVICES DEPARTMENT</b>			
Section 21.1	Parks & Recreation Administration Division; Community Services Division; Recreation Division; Parks Division	Full Year	139
		Jan 30-June	4
			143
21.2	Zoo Division	Full Year	10
 <b>PERSONNEL DEPARTMENT</b>			
Section 22.1	Personnel Services Administration Division; Organizational Dev. & Training Division; Human Resources Operations Division; Human Resources Services Division; Labor Relations Division; Human Resources Class & Comp Division	Full Year	31
22.2	Risk Management Division	Full Year	9

Part VI

THAT the following permanent part-time and permanent intermittent positions and their full-time equivalencies are authorized in the various departments and offices, as listed by section, as follows:

		<u>Months Authorized</u>	<u>Number of Positions Authorized</u>	<u>Full-Time Equivalent</u>
<b>FINANCE DEPARTMENT</b>				
Section 16.1	Administration Division; Accounting Division	Full Year	1	0.65
<b>FIRE</b>				
Section 17.1	Administration Division; Fire Suppression and Emergency Response Division; fire Prevention and Investigation Division; Training & Support Services Division	Full Year July-Nov13	0 1	0 0.75
<b>INFORMATION SERVICES DEPARTMENT</b>				
Section 20.1	Information Services Administration Division; System Appl. Division; Computer Services Division	Full Year	1	0.20
<b>PARKS, RECREATION, &amp; COMMUNITY SERVICES DEPARTMENT</b>				
Section 21.1	Parks & Recreation Administration Division; Community Services Division; Recreation Division; Parks Division	Full Year Jul-Jan 29	25 <u>6</u> 31	18.95 <u>4.00</u> 22.95
<b>PLANNING &amp; DEVELOPMENT DEPARTMENT</b>				
Section 23.2	Housing and Community Development Division; Code Enforcement Division	Full Year	2	1.03
<b>POLICE DEPARTMENT</b>				
Section 24.1	Office of the Chief Division; Administrative Services Division; Patrol Division; Patrol Support Division; Investigative Services Division; Grant Orgs Division	Full Year Jul-Sep30	21 <u>1</u> 22	15.00 <u>.80</u> 15.80
<b>PUBLIC WORKS DEPARTMENT</b>				
Section 26.1	Administration Division; Engineering Services Division; Capital Management Division; Street Maintenance Division; Traffic Signals and Streetlights Division	Full Year	15	11.60
<b>TRANSPORTATION DEPARTMENT</b>				
Section 27.1	FAX Operating Division; Transportation Maintenance Division; Transportation Administration Division; Transportation Planning Division	Full Year	26	20.80

**Agreement Between  
City of Fresno  
and**

**Fresno City Employees Association**

Each party executing this Side Letter of Agreement represents that he/she has been authorized by the party for whom such signature is made to enter into the terms set forth herein above.