



BUDGET & MANAGEMENT STUDIES

DATE: June 18, 2020

TO: MAYOR LEE BRAND
COUNCIL PRESIDENT MIGUEL ARIAS
CITY COUNCIL MEMBERS

THROUGH: WILMA QUAN, City Manager

FROM: HENRY FIERRO, Budget Manager

SUBJECT: RESPONSE TO COUNCIL DIRECTION No. 55 – REQUEST NUMBER OF JOB OPPORTUNITIES FOR YOUTH IN THE PARCS DEPARTMENT AND PROVIDE COUNCIL WITH FLYERS FOR ADVERTISEMENT

During the Budget Hearing on June 16, 2020, Councilmember Soria requested for the Parks, After School, Recreation and Community Services (PARCS) Department to provide the number of job opportunities available to youth in the PARCS Department and to provide flyers to the Council Offices for job opportunity advertisement. The following memo provides a response to this direction.

C: Jane Sumpter, Assistant City Manager
Jim Schaad, Assistant City Manager
Tim Orman, Chief of Staff
TJ Miller, PARCS Director
Kristina Chamberlin, PARCS Assistant Director
Karen Norris, PARCS Administrative Manager
Alma Torres, Senior Budget Analyst

City of



PARKS, AFTER SCHOOL, RECREATION AND COMMUNITY SERVICES DEPARTMENT

DATE: June 18, 2020

TO: HENRY FIERRO, Budget Manager
ALMA TORRES, Principal Budget Analyst
Budget & Management Studies

FROM: TJ MILLER, PARCS Director

BY: KRISTINA CHAMBERLIN, PARCS Assistant Director

SUBJECT: COUNCIL DIRECTION #55

On Tuesday, June 16, 2020, at the FY2021 Budget Meeting, Councilmember Soria requested the following information:

**55) Request number of job opportunities for youth in PARCS Department.
Provide flyers to Council Offices for job opportunity advertisement.**

At this point in time, PARCS can only provide a rough estimate of approximately 100 jobs which will become available over the next 30 days to perform an array of tasks specific to COVID19 safety guidelines and best practices safely reopening City operations to the public. The City and PARCS will be re-employing staff and new hires as needs arise.

Additionally, PARCS staff will reach out to other City Departments to determine if there are other opportunities throughout the agency for 2020 summer employment (we will request response by June 26). A list will be compiled by June 30th from responses received from Departments and forwarded accordingly.