



Agenda Report

June 21, 1999

TO: City Council
FROM: City Manager
SUBJECT: Salary Resolution Amendment – New Classification of
Recreation and Human Services Administrator

RECOMMENDATION

It is recommended that the City Council adopt an amendment to the Salary Resolution to establish a new classification entitled Recreation and Human Services Administrator in the Top Management Section of the Salary Resolution.

BACKGROUND

Approximately one year ago, the position of Program Coordinator III in the Department of Human Services, Recreation and Neighborhoods became vacant and has remained vacant to present date. The functions of this position were added to the existing responsibilities of the Recreation Services Manager. These new responsibilities consisted of the facilitation, coordination and liaison of human services programs, with emphasis on programs for children and youth, seniors, and women's issues.

The decision to combine the functions of two positions into one position has been successful in that all programmatic responsibilities have continued at a high service level and with a significant reduction in personnel costs. It is proposed to finalize this action by deleting the Program Coordinator III from the next year's budget and assign the Human Services Coordination Unit to the Recreation Services Manager.

In light of the additional functions assumed by the Recreation Services Manager, it is recommended that a new classification of Recreation and Human Services Administrator be established to replace the Recreation Services Manager position. The new classification will be designated in the Top Management Section of the Salary Resolution at a control rate of \$75,898. The control rate is 12% higher than the control rate for Recreation Services Manager.

FISCAL IMPACT

The cost savings associated with the deletion of one Program Coordinator III and the conversion of the Recreation Services Manager to Recreation and Human Services Administrator is \$65,390 per year, in salary plus burden and benefits .

Respectfully submitted,



CYNTHIA J. KURTZ
City Manager

Approved:



GALE E. HARRISON
Director of Human Resources



PATSY LANE
Director of Human Services,
Recreation and Neighborhoods