

  
**REQUEST FOR COUNCIL ACTION**

Date: 4/25/2011  
Item No.: 12.e

Department Approval



City Manager Approval



Item Description: Consider Authorizing Position Adjustment in the Parks and Recreation Department

**BACKGROUND**

In the spring of 2009 the Parks and Recreation Department did a complete reorganization of staff duties and responsibilities that reduced the total Full Time Equivalent (FTE) count by 1.5 positions. This occurred while maintaining a 3/4 time Park Maintenance Mechanic Position.

In the fall of 2009 the person in the mechanic position resigned. It has been the intent to fill the position but, for prudence, we wanted to analyze the effectiveness of the reorganization and where best this 3/4 time position fits into the department.

After this analysis it has been determined that the mechanic responsibilities, although challenging, would be absorbed into the duties of existing staff and/or contracted out where above and beyond existing staff capabilities.

Given the recent expansion of the Muriel Sahlin Arboretum and the expanded horticulture related maintenance needs at that facility, it is proposed that the 3/4 time Park Maintenance Mechanic Position be replaced with a 3/4 time Park Maintenance Position with a horticulture emphasis. This will be done within the existing approved 2011 budget and staffing levels. A Department organizational chart is included for review.

**POLICY OBJECTIVE**

Requesting City Council action to authorize position adjustments of this nature is consistent with City Policy.

**FINANCIAL IMPACTS**

The position adjustments will not change the budgeted monies for salaries in the 2011 approved Parks and Recreation Budget.

**STAFF RECOMMENDATION**

Based upon the changing needs of the Parks and Recreation Department and the limited resources, it is recommended that the existing 3/4 Park Maintenance Mechanic Position be replaced with a 3/4 Park Maintenance Position with a horticulture emphasis within the same budgeted dollars included in the

32 approved 2011 Parks and Recreation Budget.  
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34 **REQUESTED COUNCIL ACTION**

35 Motion authorizing the change from an existing 3/4 time Park Maintenance Mechanic Position in the Parks  
36 and Recreation Department to a 3/4 time Park Maintenance Position with a Horticulture emphasis to be  
37 funded through the existing 2011 Parks and Recreation Department Budget.

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Attachment A: 1) Parks and Recreation organizational chart

# Parks and Recreation Department

