

REPORT OF GENERAL MANAGER

NO. 05-84

DATE April 6, 2005

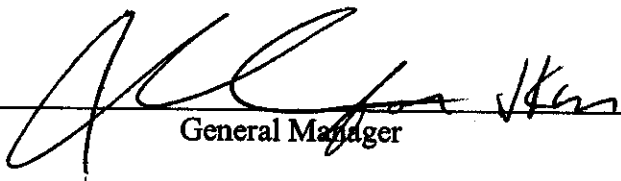
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10075 – SECTION 1E – SPECIAL FUNDED POSITIONS

K. Chan \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
F. Mok \_\_\_\_\_  
B. Jensen \_\_\_\_\_

J. Combs \_\_\_\_\_  
J. Kolb \_\_\_\_\_  
\*K. Regan *KR*

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

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

Section 1E – Special Funded Positions

Add

<u>No.</u>	<u>Code</u>	<u>Classification</u>	<u>MOU</u>
1	3686	Communications Electrician	02
1	3333-1	Building Repairer	14

SUMMARY:

The Griffith Observatory will reopen to the public on May 14, 2006, and the major construction work on the Renovation and Expansion Project is coming to completion. The submitted budget request for the upcoming 2005-2006 fiscal year, in which the Observatory staff will move back into the new building, prepare for re-opening, and launch public access, includes a significant expansion of staff positions to meet the needs of the new building and the over 2 million visitors expected. Among the positions requested are Building Repairers, Electricians, and Communications Electricians to operate and maintain the many infrastructure systems, including heaters and air conditioners, the security and fire alarm system, the star and laser projectors, audio/visual equipment, and many other component systems. However, all these systems and major equipment installations occur at the end of the current fiscal year and will largely be complete by the time we have hiring authority for the new positions in the next fiscal year. In order to have sufficient staff on hand during final installation, training, and operations and maintenance manual approvals, we need to supplement the Observatory technical staff now.

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Currently, we have only one Observatory Technical Supervisor and one Electrician on staff, with one vacant Communications Electrician position. In the new budget, we require one additional Communications Electrician and three Building Repairers, mindful of the 12-hour, seven-day-a-week operations, the complex nature of the many new systems, and the impact of millions of visitors. Based on collaboration with the City Administrative Officer and the Office of the Mayor, the Department has the reasonable belief that at least one Communications Electrician and one Building Repairer will be funded in the coming year. In order to get the benefits of these staff members now, the Observatory will fund up to three months each for one Communications Electrician and one Building Repairer from the Municipal Recreation Program Account (Department 88, Fund 301, Account 861) for the Observatory, and then transfer the positions to the general fund budget after the start of the new fiscal year.

### FISCAL IMPACT:

The cost of the two positions for a full three months each is \$27,368.46, and is available in the MRP Account 861 of the Griffith Observatory.

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

Prepared by Linda Barth