

## **RESOLUTION NO. 2019-0350**

Adopted by the Sacramento City Council

September 3, 2019

### **Youth, Parks and Community Enrichment Job Classification Study Implementation**

#### **BACKGROUND**

- A. In April 2016, the Youth, Parks and Community Enrichment (YPCE) Department collaborated with the Human Resources Department and contracted with CPS HR Consulting to conduct a Job Classification Study to evaluate specific classifications used throughout the department.
- B. As part of Fiscal Year (FY) 2018/19 Midyear Budget Report (2019-0047), vacant positions were realigned as part of the first phase to implement the Job Classification Study recommendations, resulting in a net increase of 15.12 FTE totaling \$406,000, to support the summer programming needs and while the remaining changes were being discussed with the International Union of Operating Engineers, Stationary Engineers, Local 39.
- C. The second and final phase to implementing the Job Classification Study addresses the remaining positions that were not included as part of FY 2018/19 Midyear budget process to better align positions and classifications to support YPCE's programming needs.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The City Manager or the City Manager's designee is authorized to add 7.07 Full Time Equivalent (FTE) positions in the YPCE Department.
- Section 2. The City Manager or the City Manager's designee is authorized to transfer \$660,000 in the General Fund (Fund 1001) from the Citywide and Community Support to the YPCE Department's Operating Budget to implement the second and final phase of the YPCE Job Classification Study.

#### **Table of Contents:**

Exhibit A – YPCE Position Summary Detail

Adopted by the City of Sacramento City Council on September 3, 2019, by the following vote:

Ayes: Members Ashby, Carr, Guerra, Harris, Jennings, Schenirer, Warren and Mayor Steinberg

Noes: None

Abstain: None

Absent: Member Hansen

Attest: **Mindy Cuppy** Digitally signed by Mindy Cuppy  
Date: 2019.09.06 09:00:04  
-07'00'

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Mindy Cuppy, City Clerk

*The presence of an electronic signature certifies that the foregoing is a true and correct copy as approved by the Sacramento City Council.*

**EXHIBIT A****Youth, Parks, and Community Enrichment**

	<b>FY2019/20 Approved</b>	<b>FY2019/20 Amended</b>	<b>Change</b>
Accounting Technician	4.00	4.00	-
Administrative Analyst	6.00	7.00	1.00
Administrative Assistant	1.00	1.00	-
Administrative Officer	4.00	4.00	-
Administrative Technician	1.00	1.00	-
Aquatics Recreation Supervisor	1.00	1.00	-
Aquatics Specialist (Year Round)	-	1.80	1.80
Arts and Crafts Specialist	0.06	0.06	-
Assistant Camp Sacramento Supervisor	0.80	1.00	0.20
Assistant Caretaker	0.50	0.50	-
Assistant Cook	1.03	1.03	-
Assistant Planner	1.00	1.00	-
Assistant Pool Manager	9.45	9.45	-
Associate Landscape Architect	4.00	4.00	-
Building Monitor	-	3.01	3.01
Camp Aide	6.08	6.08	-
Camp Recreation Leader	2.47	2.47	-
Camp Sacramento Supervisor	1.00	1.00	-
Caretaker	0.35	0.35	-
Cashier	0.50	0.50	-
Cashier (Community Services)	4.00	4.00	-
Community Center Attendant I	3.00	2.00	(1.00)
Contract and Compliance Specialist	1.00	1.00	-
Custodial Supervisor	1.00	1.00	-
Custodian II	14.00	14.00	-
Customer Service Assistant	7.40	9.90	2.50
Customer Service Representative	10.00	8.00	(2.00)
Customer Service Specialist	1.00	1.00	-
Customer Service Supervisor	-	1.00	1.00
Director of Parks and Recreation	1.00	1.00	-
First Cook	1.50	1.50	-
General Repair Worker	1.00	1.00	-
Graduate Student Trainee	0.80	0.80	-
Graphics Assistant	1.00	0.45	(0.55)
Graphics Designer	-	1.00	1.00
Host	0.70	0.70	-
Irrigation Technician	5.00	5.00	-
Junior Plant Operator	2.00	2.00	-
L&L Crew Leader	-	0.80	0.80
Landscape Technician I	1.00	1.00	-
Lifeguard	16.00	16.00	-
Neighborhood Resources Coordinator I	2.00	2.00	-
Neighborhood Resources Coordinator II	-	-	-

Youth, Parks, and Community Enrichment (continued)	FY2019/20	FY2019/20	Change
	Approved	Amended	
Neighborhood Services Area Manager	1.00	1.00	-
Nurse (Adaptive Rec.)	-	0.10	0.10
Operations Manager	1.00	1.00	-
Park Equipment Operator	2.00	2.00	-
Park Maintenance Manager	1.00	1.00	-
Park Maintenance Superintendent	2.00	2.00	-
Park Maintenance Worker	36.00	36.00	-
Park Maintenance Worker I	23.00	23.00	-
Park Maintenance Worker II	42.00	42.00	-
Park Maintenance Worker III	3.00	3.00	-
Park Plan Design and Devipmt Manager	1.00	1.00	-
Park Safety Ranger	9.00	9.00	-
Park Safety Ranger Assistant	2.00	2.00	-
Park Safety Ranger Supervisor	2.00	2.00	-
Parks Supervisor	8.00	8.00	-
Plant Operator	1.00	1.00	-
Pool Manager	7.00	5.20	(1.80)
Program Analyst	2.00	2.00	-
Program Coordinator	60.00	54.20	(5.80)
Program Coordinator (Adaptive Rec.)	-	2.00	2.00
Program Coordinator (Older Adults)	-	7.80	7.80
Program Developer	19.00	19.00	-
Program Developer (Older Adults)	-	2.00	2.00
Program Director	1.23	1.23	-
Program Leader	20.45	16.75	(3.70)
Program Specialist	2.00	2.00	-
Program Supervisor	17.00	14.00	(3.00)
Program Supervisor (Older Adults)	-	1.00	1.00
Public Service Aide	1.91	1.91	-
Recreation Aide	197.88	187.52	(10.36)
Recreation Aide (Older Adults)	-	8.93	8.93
Recreation General Supervisor	4.00	6.00	2.00
Recreation Leader (Adaptive Rec.)	-	5.40	5.40
Recreation Leader (Special Needs)	6.47	1.07	(5.40)
Recreation Manager	2.00	2.00	-
Recreation Superintendent	4.00	4.00	-
Senior Accountant Auditor	1.00	1.00	-
Senior Accounting Technician	2.00	2.00	-
Senior Landscape Architect	1.00	1.00	-
Senior Lifeguard	20.30	20.30	-
Senior Planner	1.00	1.00	-
Senior Recreation Aide	16.28	9.84	(6.44)
Senior Recreation Aide (Older Adults)	-	5.64	5.64
Staff Aide (Management)	1.00	1.00	-

<b>Youth, Parks, and Community Enrichment (continued)</b>	<b>FY2019/20 Approved</b>	<b>FY2019/20 Amended</b>	<b>Change</b>
Staff Aide (Off)	5.56	5.56	-
Staff Assistant	1.00	1.00	-
Student Trainee (Most Majors)	3.90	3.90	-
Support Services Manager	1.00	1.00	-
Utility Worker	19.07	20.01	0.94
Youth Aide	32.65	32.65	-
<b>Total</b>	<b>702.34</b>	<b>709.41</b>	<b>7.07</b>