



## Legislation Details (With Text)

<b>File #:</b>	2021-790	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Consent	<b>Status:</b>		Agenda Ready	
<b>File created:</b>	10/7/2021	<b>In control:</b>		City Council	
<b>On agenda:</b>	10/19/2021	<b>Final action:</b>			
<b>Title:</b>	CONSIDERATION OF RESOLUTION NO. 21-138, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING REVISED JOB CLASSIFICATION SPECIFICATIONS FOR RECREATION PERMITS COORDINATOR JOB SERIES AND A TITLE CHANGE TO RECREATION RESERVATIONS COORDINATOR (CITY COUNCIL)				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. Resolution 21-138 Recreation Permits Coordinator Job Series Job Spec (10 19 21).doc, 2. Recreation Permits Coordinator I (red-lined as of 10 5 21), 3. Recreation Permits Coordinator II (red-lined as of 10 5 21)				

Date	Ver.	Action By	Action	Result
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## Report to Mayor and City Council

Tuesday, October 19, 2021

Consent

### SUBJECT:

**CONSIDERATION OF RESOLUTION NO. 21-138, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING REVISED JOB CLASSIFICATION SPECIFICATIONS FOR RECREATION PERMITS COORDINATOR JOB SERIES AND A TITLE CHANGE TO RECREATION RESERVATIONS COORDINATOR (CITY COUNCIL)**

### I. SUMMARY

When vacancies occur, they present staff with the ideal time to enhance job specs to reflect current needs based upon industry trends, community needs, technological advancements and business evolution. At this time, staff is presenting the updated Recreation Permits Coordinator job spec, which is a job series role with a title change to Recreation Reservations Coordinator to reflect current needs in the Community Services Department, Parks & Recreation Division.

### II. RECOMMENDATION

WAIVE further reading and ADOPT Resolution No. 21-138, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING REVISED JOB CLASSIFICATION SPECIFICATIONS FOR RECREATION PERMITS COORDINATOR JOB SERIES AND A TITLE CHANGE TO RECREATION RESERVATIONS COORDINATOR."

### **III. ALTERNATIVES**

TAKE any action deemed necessary.

### **IV. BACKGROUND**

This vacancy exists as a result of an employee retirement in the Division. The Community Services Department, Parks & Recreation Division is responsible for providing meaningful environmental, recreational and social experiences; providing positive recreational opportunities and experiences that will serve the diverse needs and interests of the community; and providing opportunities that will promote mental awareness, physical fitness, personal and social development. Staff completed the Meet & Confer with AFSCME 809 on October 7, 2021 and both parties are in agreement on the proposed Recreation Reservations Coordinator job series job specs.

### **V. FISCAL IMPACT**

There is no impact to the General Fund.

### **VI. EXHIBITS**

1. Resolution No. 21-138 and Recreation Reservations Coordinator job series job specs (pgs 3-10)
2. Recreation Permits Coordinator I and II job series job specs (red-lined) (pgs. 11-18)

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