



## Legislation Details (With Text)

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**Title:** CONSIDERATION OF MULTIPLE RESOLUTIONS AS PART OF THE COMMUNITY SERVICES/PARKS & RECREATION REORGANIZATION (CITY COUNCIL)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit 1 - Resolution 22-056 Community Services Superintendent (Job Specs Update), 2. Exhibit 2 - Community Services Superintendent - Redlined, 3. Exhibit 3 - Community Services Superintendent - Job Specs (Final), 4. Exhibit 4 - Resolution 22-064 Recreation Superintendent (Job Specs Update), 5. Exhibit 5 - Recreation Superintendent - Redlined (CC - Final), 6. Exhibit 6 - Recreation Superintendent - Updated (CC - Final)

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

Tuesday, April 19, 2022

Consent

### SUBJECT:

**CONSIDERATION OF MULTIPLE RESOLUTIONS AS PART OF THE COMMUNITY SERVICES/PARKS & RECREATION REORGANIZATION (CITY COUNCIL)**

### I. SUMMARY

As part of the reorganization of the Community Services/Parks & Recreation Department, approved by City Council on 2/15/2022, it has been deemed that multiple classification actions will need to be executed to fully execute the approved reorganization. This includes evaluation of FLSA exemption status, adoption of new job specifications, reclassification of current positions and updating existing job specs.

Following up on Community Services Superintendent and Recreation Superintendent job specification, staff is presenting the amended job specifications to the City Council for approval and adoption into the City's classification plan.

### II. RECOMMENDATION

WAIVE further reading and ADOPT the following Resolutions:

1. Resolution No. 22-056, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY MENDING THE CLASSIFICATION SPECIFICATION FOR COMMUNITY SERVICES SUPERINTENDENT"; and

2. Resolution No. 22-064, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY AMENDING THE CLASSIFICATION SPECIFICATION FOR RECREATION SUPERINTENDENT."

### **III. ALTERNATIVES**

TAKE another action that City Council deems appropriate.

### **IV. BACKGROUND**

As part of the reorganization of the Community Services/Parks & Recreation Department, approved by City Council on 2/15/2022, staff worked with former Director Robert Lennox (currently Assistant City Manager - Administrative Services) and Michael Whittiker, the new Director of the Community Services/Parks & Recreation Department on evaluating newly adopted and existing job specifications. This included management level positions, which are represented by the Association of Management Employees ("AME").

After deliberation and research, staff updated the job specifications for both Superintendent (management level) classifications to: 1) clear any outdated language; 2) clarify reporting structure and areas of authority; 3) enhance the listed duty statements to better reflect the work performed within the separate two divisions (Community Services and Recreation); and 4) establish equity in terms of qualifying knowledge, skills and abilities. Staff met and conferred with AME on 4/12/2022, and both the City and the Bargaining Unit agree on the proposed changes to the job specifications.

### **V. FISCAL IMPACT**

There is no fiscal impact associated with adopting the above listed resolutions.

### **VI. EXHIBITS**

1. Resolution No. 22-056 (pgs. 3 - 4)
2. Redlined version of the proposed modification to the Community Superintendent classification specification (pgs. 5 - 8)
3. Finalized version of the Community Services Superintendent classification specification (Exhibit A to Resolution No. 22-056) (pgs. 9 - 11)
4. Resolution No. 22-064 (pgs. 12 - 13)

5. Redlined version of the proposed modification to the Recreation Superintendent classification specification (pgs. 13 - 16)
6. Finalized version of the Recreation Superintendent classification specification (Exhibit A to Resolution No. 22-064) (pgs. 17 - 19)

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