



County of Santa Cruz

PARKS, OPEN SPACE & CULTURAL SERVICES

979 17 th AVENUE, SANTA CRUZ, CA 95062

(631) 454-7900 FAX: (831) 454-7940 TDD: (831) 454-7978

BARRY C. SAMUEL, DIRECTOR

December 23, 1998

AGENDA: JANUARY 12, 1999

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

SUBJECT: ADDITION OF A .75 FTE PARK MAINTENANCE WORKER I/II

Dear Members of the Board:

The Simpkins Family Swim Center and Live Oak Community Center became operational November 16, 1998. Since then, the pools, indoor and outdoor shower/locker rooms, and community center components have been used throughout the day and evening by many individuals and community groups.

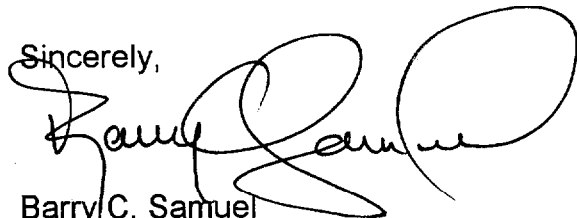
The original estimates for the maintenance of the facility were limited to a 1.0 FTE Building Maintenance Worker III, who serves as the lead maintenance and operations staff person at the center. We also had an additional \$25709.00 set aside in extra help funds to assist in the maintenance and operation of the pools, community center and ancillary facilities. After further analysis of the requirements to maintain a facility that is open up to fifteen hours per day, we are proposing to convert the extra help funds into a 0.75 FTE permanent maintenance worker.

Current pool operations staff, both permanent and temporary, have received extensive training over the past eight weeks on chemical handling, water chemistry, and general building maintenance operations specific to this center. The variety of job duties and the specialized training related to pool operations and community center maintenance make it more cost effective to train staff who are permanent and can continue to refine their skills and abilities to the benefit of the Department and the County.

We are requesting the use of Departmental Extra-Help appropriations to fund an additional 0.75 FTE PMW/II, who will be assigned to the Simpkins Family Swim Center. Due to the extensive operational hours and in depth training required for this position, a permanent employee is the most efficient use of County funds. Sufficient funding for this position is available within the current Simpkins Family Swim Center budget, and there will be no additional cost to the County.

It is therefore RECOMMENDED that your Board approve the addition of a 0.75 FTE PMWI/II for the Parks, Open Space and Cultural Services Department; and authorize the transfer of funds for the balance of the fiscal year.

Sincerely,



Barry C. Samuel
Director

RECOMMENDED:

PAT BUSCH
County Administrative Officer

BCS:ns

cc: CAO, Auditor/Controller, Personnel, POSCS,

COUNTY OF SANTA CRUZ
REQUEST FOR TRANSFER OR REVISION
OF BUDGET APPROPRIATIONS AND/OR FUNDS

343

Department: **Parks, Open Space & Cultural Services**

Date: 12-18-98

TO: Board of Supervisors / County Administrative Officer / District Board

I hereby request your approval of the following transfer of budget **appropriations and/or** funds in the fiscal year ending June 30, 1999

AUDITORS USE ONLY			
DOCUMENT #	MOUNT	L/N	T/C NASH
BD	2301000	0.5	1.06

BATCH #	
DATE	

T/C	INDEX	SUBJECT	PRJ/UCD	AMOUNT		Perm.	DESCRIPTION
TO	021	4,9,3,1,0,0	3,1,0,0		8	6,1,1,0,0	Regular Pav
	021	4,9,3,1,0,0	3,1,5,0			6,5,9,0,0	OASDI
	021	4,9,3,1,0,0	3,1,5,5			12,4,9,0,0	Retirement
	021	4,9,3,1,0,0	3,1,6,0		I I	I, i, 0,	Insurance
FROM	022	4,9,3,1,0,0	3,1,1,0		I I	1, 5, 0, 5, 0, 0	Temp. Extra Help - Pav

Explanation:

To transfer extra help funds to permanent salaries and benefits for 6 months for the new .75 Parks Maintenance Worker I/II.

Name Barry C. Samuel Title Director

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated above.

Auditor-Controller, by Zinda Chan, Deputy Date 12/21/98

County Administrative Officer's Action: Recommended to Board Approved Not Recommended or Approved

County Administrative Officer _____ Date _____

State of California } ss. As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered in the minutes of said Board on

_____, 1998 By _____, Deputy Clerk

Distribution: White-Board of Supervisors Gwen-County Administrative Officer Goldenrod-Departmental Control Copy
 Yellow-Auditor-Controller Pink-Originating Department