

MARIN COUNTY
PARKS
PRESERVATION • RECREATION



August 19, 2014

Board of Supervisors
County of Marin
Marin County Civic Center
3501 Civic Center Drive
San Rafael, California 94903

Linda Dahl
DIRECTOR
GENERAL MANAGER

SUBJECT: REQUEST TO ADD NEW POSITIONS FUNDED BY MEASURE A (FUND 24590) TO ADDRESS NATURAL RESOURCE MANAGEMENT, LANDSCAPE ARCHITECTURE, AND COMMUNICATIONS WORKLOADS; AND TO APPROVE RELATED ADJUSTMENTS TO THE MEASURE A BUDGET

Marin County Civic Center
3501 Civic Center Drive
Suite 260
San Rafael, CA 94903
415 473 6387 T
415 473 3795 F
415 473 2495 TTY
www.marincountyparks.org

Dear Board Members:

RECOMMENDATION:

1. Add one (0.5 FTE) Open Space Planner (0108), three-year fixed term, effective September 1, 2014, to Fund No. 24590, Fund Center 5200031000.
2. Add one (1.0 FTE) Park Planner (0679), two-year fixed term, effective September 1, 2014, to Fund No. 24590, Fund Center 5200031000.
3. Add one (0.75 FTE) Office Specialist (1365), three-year fixed term, effective September 1, 2014 to Fund No. 24590, Fund Center 5200031000.
4. Transfer \$209,344 to Salaries and Benefits from Services and Supplies, Fund No. 24590, Fund Center 5200031000.

SUMMARY:

The recommended actions would add the full time equivalent of 2.25 fixed term positions to address the department's heavy workload in the areas of natural resource management, landscape architecture, and communications.

The half-time Open Space Planner position would be primarily responsible for management of a habitat restoration project in Bolinas Lagoon, for which planning is getting underway this fiscal year. The project emerged as a priority from a peer review of the lagoon's "Locally Preferred Plan" for the restoration of Bolinas Lagoon. Aside from its benefits related to habitat and the lagoon's hydrological functions, the project would also address the impacts of climate change on roadway access to and from Bolinas.

The full time Park Planner position is necessary to perform routine landscape architecture work in parks and open space preserves, enabling senior staff to meet the department's performance plan commitments related to construction of the

Stafford Lake Bike Park and three concurrent master plan development processes for Paradise Beach, McNears Beach, and Stafford Lake County Parks.

The half-time Office Specialist is necessary to handle the workload associated with routine communications tasks that involve a degree of technical knowledge in areas such as website management, document layout and production, and database management. This will enable the Communications Manager to focus on performance plan priorities such as the Marin County Parks Sign Plan and the Marin County Parks interpretive Plan.

FISCAL IMPACT:

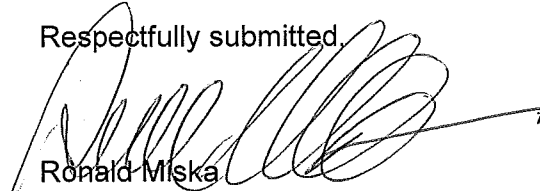
Action	Position	Full cost salary for remainder of FY 2014-15 (9 mos.)	Full cost salary in succeeding fiscal years
Add	0.5 FTE Open Space Planner	\$ 50,975	\$ 67,967
Add	1.0 FTE Park Planner	\$101,950	\$135,933
Add	0.75 FTE Office Specialist	\$ 56,419	\$ 75,225
Total		\$209,344	\$ 279,125

The recommended actions affect only the Measure A (Fund No. 24590) budget and result in estimated annual cost increases shown in the table above.

The proposed actions do not impact the General Fund.

REVIEWED BY: Dept. of Finance N/A
 County Counsel N/A
 Human Resources N/A
 County Administrator N/A

Respectfully submitted,



Ronald Miska
Assistant Director

FMBB No. 100022040