



# CITY OF HUNTINGTON PARK

Parks and Recreation  
City Council Agenda Report

April 6, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **FISCAL YEAR 2020-2021 PARKS & RECREATION DEPARTMENT POST-PANDEMIC CLOSURE REVIEW, INCLUDING APPROVING AMENDMENT TO APPROVED POSITIONS**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Approve changes to the Parks & Recreation Department Approved Positions for Fiscal Year 2020-2021, as outlined in the revised Organizational Chart.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

An in-depth review was performed of the Parks & Recreation Departmental budget for Fiscal Year 2020-2021, as well as a review of all programs that serve the residents of Huntington Park.

Due to the pandemic, the Department faced many challenges, including the elimination of a Supervisor Position. However, with the reopening and gradual improvement of the pandemic, it is necessary to implement the Supervisor position for Cultural arts. This position covers all Special events, including Holiday events, large-scale events, pop-up events and the Community Development Block Grant (CDBG) Afterschool program. This position is critical to the Department's overall function and the reopening of parks for residents. The additional Recreation Coordinator position is necessary to retain staffing levels, as we have experienced consistent high turnover with part-time staff. Adding full-time positions will provide consistent programming within the department.

Additionally, this reinforces a Citywide objective to recruit and retain high quality employees to provide excellent customer service to the community of Huntington Park. This provides further cost savings in recruitment and pre-employment costs, as the City experiences less turnover in full-time positions.

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April 6, 2021  
Page 2 of 2

**FISCAL IMPACT/FINANCING**

It is recommended that the City Council approve modifications to the Parks & Recreation Department Fiscal Year 2020-2021 approved positions. One full-time Recreation Supervisor position will be added, one full-time Recreation Coordinator position will be added and ten part-time positions will be eliminated with no net increase in budget for the remainder of the fiscal year. The changes are detailed in the departmental organizational chart and number of approved positions.

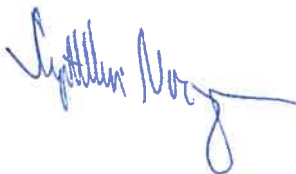
**CONCLUSION**

Upon Council approval, staff will proceed with recommended actions.

Respectfully submitted,



RICARDO REYES  
City Manager



CYNTHIA NORZAGARAY  
Director of Parks and Recreation

**ATTACHMENT(S)**

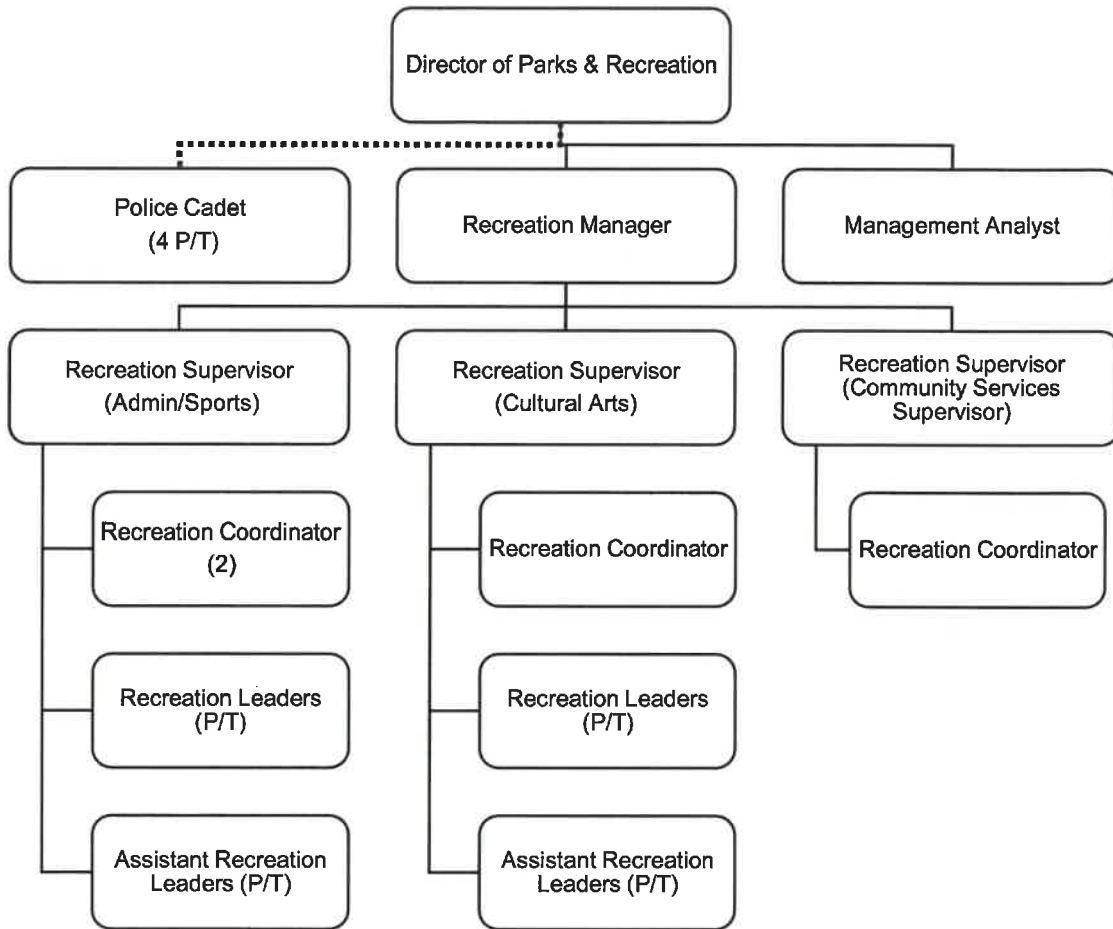
A. Parks & Recreation Department Organizational Chart and Approved Positions

## ATTACHMENT A



# Parks & Recreation

## Organizational Chart by Position



### FY 2020-21 Positions

	Adopted Budget
Managerial	2
Supervisory	7
General	1
Part Time	28
<b>Total Positions</b>	<b>38</b>

