COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"
Russ Guiney, Director

February 17, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

DEPARTMENT OF PARKS AND RECREATION:
APPROVAL OF SUPPLEMENTAL SALARY REQUEST
(SUPERVISORIAL DISTRICT 5) (3 VOTES)

SUBJECT

The Department of Parks and Recreation is requesting the authorization of a payment of $12,000 annually to Mr. Tim Phillips, Superintendent, Arboretum, to supplement his salary for his acting appointment as Executive Officer, Arboretum. The payment will be made by the California Arboretum Foundation.

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize a monthly payment of $1,000 to Tim Phillips, Superintendent, Arboretum by the California Arboretum Foundation, as supplement to his County salary, effective upon approval by your Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The California Arboretum Foundation (Foundation) has requested that the Board of Supervisors approve payment of $1,000 per month by the Foundation to supplement Mr. Phillips' County salary as compensation for his acting appointment as Executive Officer, Arboretum, of the Los Angeles County Arboretum & Botanic Garden (Arboretum). Mr. Phillips has been in the acting capacity since June 27, 2008, when the incumbent vacated the position. The supplemental salary shall not be paid longer than 12 months or shall cease should Mr. Phillips have a change in assignment or status, whichever occurs first.

Mr. Phillips' responsibilities include managing the overall operations of the Arboretum, with a budget of $3.5 million, and a staff of more than 53 personnel, as well as representing the County as the liaison to the Foundation. Additionally, Mr. Phillips is responsible for providing oversight and direction in developing programs and fundraising activities benefiting the Arboretum, in collaboration with the Foundation and other organizations. Mr. Phillips also represents the Arboretum before community groups, institutional and professional organizations, and individuals to discuss matters related to the mission and operation of the Arboretum.

Implementation of Strategic Plan Goals

The implementation of the action is consistent with the County Strategic Plan Goals of Service Excellence (Goal 1) and Plan Workforce Excellence (Goal 2), by investing in management personnel at the qualified level and offering a wide range of services to the public that are both beneficial and responsive.

FISCAL IMPACT/FINANCING

This action has no impact on the County General Fund.

California Arboretum Foundation will supplement Mr. Phillips' regular County salary in the amount of $1,000 per month, as long as Mr. Phillips continues in his current assignment as Acting Executive Officer, Arboretum.

Operating Budget Impact

There is no impact to the Department's Operating Budget as the recommended actions will result in no net County Cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Section 5.44.030 of the Los Angeles County Code (County Code) allows, upon approval from your Board, employees of the County to receive supplementary salary compensation from any association, nonprofit corporation, or organization for services rendered to the County or to said association. Consistent with County Code, a statement will be filed with the Auditor-Controller by the 30th of September of each year disclosing the names of all employees receiving supplementary salaries and their respective amount of compensation.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This action has no impact on current services or projects.

CONCLUSION

Please instruct the Executive Office, Clerk of the Board to forward one adopted copy of this action to the Chief Executive Office, and two adopted copies of this letter and two copies of the resolution to the Department of Parks and Recreation.

Respectfully submitted,

RUSS GUINEY
Director

RG:DB:DW:st

c: County Counsel