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

Tim Gallagher, Director

August 3, 2004

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:

APPROVAL OF SUPPLEMENTAL SALARY REQUEST AND A ONE-TIME, LUMP-SUM RELOCATION PAYMENT (FIFTH DISTRICT, 3-VOTE MATTER)

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize payment by the Los Angeles Arboretum Foundation of a supplemental salary of $2,884.67 per month ($34,616 per year) to the new Executive Officer, Arboretum, as well as a one-time, lump-sum amount of $15,000 to cover relocation expenses.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Executive Officer, Arboretum position has been vacant since July 1, 2003. After an extensive nationwide recruitment and selection process, Parks and Recreation and the Los Angeles Arboretum Foundation (Foundation) determined that Mr. Mark Wourms, the former Director of the Kansas City Zoo, was the most qualified candidate to direct the activities of the Los Angeles County Arboretum (Arboretum). The supplemental salary will provide a competitive compensation package commensurate with Mr. Wourms's background and experience. As the new Executive Officer, Arboretum, his responsibilities will include managing the overall operations of the Arboretum and representing the County as the liaison to the Foundation. Additionally, Mr. Wourms will be responsible for directing the development of new programs and engaging in fundraising activities benefiting the Arboretum. Also, Mr. Wourms will represent the Arboretum before community groups, professional organizations, and individuals to discuss matters related to the mission and operation of the Arboretum.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The implementation of this action is consistent with the County Strategic Plan Work Force Excellence and Service Excellence Goals, 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 General Fund.

The supplemental pay to his County salary and the one-time, lump-sum payment to cover his expenses to relocate from Kansas City, Missouri to Los Angeles will be paid by the Foundation.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Section 5.44.030 of the County Code allows 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, upon approval from your Board. Consistent with this provision, 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.

CONCLUSION

Please instruct the Executive Office-Clerk of the Board to forward three conformed copies of this letter to the Department of Parks and Recreation for filing and transmittal to the Los Angeles Arboretum Foundation.

Respectfully submitted,

For Tim Gallagher
Director

c: Chief Administrative Office
County Counsel