

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: Performing Arts & Culture

AGENDA DATE: 05/10/05

CONTACT PERSON/PHONE: Performing Arts & Culture, Betty Jaraba, (915) 541-4898

DISTRICT(S) AFFECTED: N/A

SUBJECT:

APPROVE: Staffing Table Change Request

BACKGROUND / DISCUSSION:

This new position will plan, coordinate and implement the City's Public Art Programs. No current specification adequately describes the nature, scope and level of the assignments and requirements for this position that meet the needs of the department.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Already budgeted for FY/05.
Fund Source: 55010303-15707-55000

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

As per Civil Service Commission approval on 04/28/05

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) LM

FINANCE: (if required) _____

OTHER:

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

DATE: 4/29/05

CITY OF EL PASO
STAFFING TABLE CHANGE REQUEST

Date sent to City Council: 5/10/05

INITIALS 2005-82

Date sent to Human Resources: 5/2/05

DEPARTMENT NAME: Arts & Culture Department	(1) HR DEPARTMENT ID 55	(2) ATTACHED DOCUMENTATION <input type="checkbox"/> Description of Duties <input type="checkbox"/> Organization Chart	REQUESTED EFFECTIVE DATE: 5/10/05
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A=add
D=delete (3) (4) (5) (6) ACTIONS (7) *R/T/C = Regular, Temporary, Contract *L/U = Classified, Unclassified

A/D	# OF POS	Max Head Count	Business Unit	ACCOUNT DESCRIPTION and ACCOUNT CODE Fin. Dept. ID-Fund-Fin. Loc. Proj. or Grnt. (00000000-00000-00000PorG0000)	Position Number(s)	JOB CODE	JOB CLASS TITLE	PLAN GRADE PM 75	R/T/C	L/U
A	1	1	COFEP	55010303-15707-55000		5177	Public Arts Program Coordinator		R	L
			COFEP							
			COFEP							
			COFEP							
			COFEP							
			COFEP							
			COFEP							

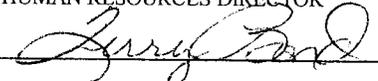
(8) Purpose: Streamline Expanded Program New Program New Facility Other (Explain)

(9) STATEMENT OF NEED / CONSEQUENCES OF NOT APPROVING ACTION(S): Per Civil Service Commission action of 4/28/05 wherein the Public Arts Program Coordinator position was approved as a new job classification. This position will be responsible for planning, coordinating and implementing the City's Public Art Programs.

ANTICIPATED IMPACT ON:

(10) DEPARTMENT ORGANIZATION/OPERATIONS	(11) DEPARTMENT BUDGET
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(12) DEPARTMENT HEAD SIGNATURE: 	DATE:	BUDGET CHANGE <input type="checkbox"/> Required <input type="checkbox"/> Attached	AMOUNT ADDITIONAL FUNDS
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<input checked="" type="checkbox"/> Requested CC and CG is Appropriate <i>als</i> <input type="checkbox"/> Change Class To <input type="checkbox"/> Change Grade To	COMMENTS	HUMAN RESOURCES DIRECTOR 	DATE 5/2/05
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COMMENTS: O.M.B RECOMMENDATION / CITY MANAGER APPROVAL

RECOMMENDATION <input type="checkbox"/> Position(s) Recommended <input type="checkbox"/> Position(s) Not Recommended	CHIEF FINANCIAL OFFICER	CITY MANAGER
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