

**MONTEREY PENINSULA REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING**

DATE: October 6, 2021
TO: Board of Directors
FROM: Shuran Parker, Administrative Services Manager
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Approval of Planning & Conservation Supervisor Position

SUMMARY:

Enclosed for Board review and approval is the draft job description for a new Planning & Conservation Supervisor position (**ATTACHMENT 1**).

FISCAL IMPACT:

\$147,506 has been budgeted for salary and benefits for this position.

FUNDING SOURCE:

Account 6502-Salaries: \$100,932; Accounts 6507-Benefits: \$46,574

FUNDING BALANCE:

Account 6502: \$144,402; Accounts 6507: \$65,988, as of August 2021

DISCUSSION:

The planning and conservation position was left vacant after a staff retirement a few years ago. Based upon current and anticipated future needs, a reclassified, supervisor position has been created for Board consideration and approval. Once the new position is approved, staff will begin the recruitment process to fill this new position.

RECOMMENDED ACTION

It is recommended that the Board review and approve the job description as presented, or with modifications, and authorize the addition of this new job to our classification schedule.

ATTACHMENTS:

1. [Draft Planning & Conservation Supervisor Job Description](#)