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**DEPARTMENT OF PARKS  
AND COMMUNITY SERVICES**

**CITY OF SACRAMENTO  
CALIFORNIA**

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- DIVISIONS:
- GOLF
  - CROCKER ART MUSEUM
  - HISTORY AND SCIENCE
  - METROPOLITAN ARTS
  - SACRAMENTO ZOO
  - PARKS AND RECREATION
    - NORTH
    - SOUTH
    - CITY-WIDE

June 8, 1990

Budget and Finance Committee  
Sacramento, California

Honorable Members in Session:

**SUBJECT: Report Back on Injury Time Use at the Sacramento Zoo**

SUMMARY

The attached report is submitted in response to the Budget and Finance Committee's request at their meeting of June 6, 1990 for a report back on injury time use at the Sacramento Zoo. This report is for information only.

RECOMMENDATION

No action by the Committee is necessary on this information item.

Respectfully submitted,

*Maria Baker*

Maria Baker, Manager  
Sacramento Zoo

Approved for Information:

Approved:

*Walter J. Ueda*  
\_\_\_\_\_  
FOR Jack R. Cist  
Deputy City Manager

*for B. Erling Linggi*  
\_\_\_\_\_  
Robert P. Thomas, Director  
Parks and Community Services

MB:RPT:ja

June 19, 1990  
All Districts

Contact Person: Maria Baker, Manager, Sacramento Zoo - 449-5166

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DEPARTMENT OF PARKS  
AND COMMUNITY SERVICES

CITY OF SACRAMENTO  
CALIFORNIA

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ZOO DIVISION

MARIA BAKER  
ZOO MANAGER

916-449-5166

ACCREDITED BY THE  
AMERICAN ASSOCIATION  
OF ZOOLOGICAL PARKS  
AND AQUARIUMS

June 8, 1990

**Memo To:** Erling Linggi, Assistant Director  
Parks and Community Services

**From:** Maria Baker, Manager  
Sacramento Zoo

**Subject:** Report Back on "Injury" Time Use

The attached information indicates the use of "CTO", "Sick", and "Injury" time over the past seven years and includes year-to-date figures for FY 89/90. The figures focus on three position classifications: Zoo Attendant I, Park Maintenance Worker I and Park Maintenance Supervisor. These positions are intricately related and affects the entire zoo operation. Data was collected from the City's Labor Distribution Reports and time card sheets. I wish to bring to your attention the following:

1. From FY 1983/84 through FY 1986/87 a total of 88 hours was used for "I" time.
2. From FY 1987/88 through FY 1989/90 (to date) a total of 2,920 hours has been used for "I" time. This represents a 97% increase over the last three years as compared to the previous five years.
3. In focusing on FY 1988/89 and FY 1989/90, the employee breakdown is as follows:

a. FY 1988/89:

Zoo Attendants - 2 employees = 152 hours (3.8 weeks)

Park Maintenance Worker I - 3 employees = 1168 hours (29.2 weeks)

Park Maintenance Supervisor - 1 employee = 128 hours (3.2 weeks)

b. FY 1989/90:

Zoo Attendants - 4 employees = 360 hours (9 weeks)

Park Maintenance Worker I - 3 employees = 376 hours (9.4 weeks)

Park Maintenance Supervisor - 1 employee = 240 hours (6 weeks)

Please note that the current recommended 1990/91 budget does include a Park Maintenance Worker II for the Zoo Division which will greatly aid in reducing the workload in this general category.

An important point for the Zoo Attendant classification is that the Division currently has 12.0 FTE in this classification. Because the zoo is a seven-day per week operation year-round, Thursday of each week is the only day that all 12 zoo attendants are scheduled to work. The remaining days of the week, 2 attendants are on their scheduled days off, leaving 10 attendants. As injury time increases, coupled with the use of "sick time", vacation and "CTO" time, very often only five - six zoo attendants are available to care for the entire collection of over 600 animals. The increased use of CTO time is used primarily by the zoo attendant staff as their regular work day consistently averages nine hours, along with the needed care for sick or infant animals after hours as well as for the education and events which occur in the evenings.

For over six years there has been no increase to the Zoo Attendant FTE. With the development of work areas which consist of up to 80 doors and 360 locks (as in the Rare Feline Breeding Center - due to open in September 1990 for the lions and tigers, and for an additional three cat species in the summer of 1991), a new approach must be taken to insure that the zoo attendant can concentrate on this type of set-up. Currently the ape house of 4 chimps and 5 orang-utans has 40 doors and up to 92 locks. To expect one zoo attendant to safely care for animals in this situation along with several additional responsibilities is an unsafe situation. The most significant information on the city's expenditure for work-related accidents over the last five years has been ordered from Data Management. This information will be available by next week.

SACRAMENTO ZOO  
TOTAL I-C-S TIME USED

<u>FISCAL YEAR</u>	<u>"C" TIME</u>	<u>"I" TIME</u>	<u>"S" TIME</u>
1982/83	834 hrs \$ 7,495	64 hrs \$ 731	1396.3 hrs \$11,981
1983/84	172 hrs \$ 2,309	16 hrs \$ 149	1113.6 hrs \$1-.363
1984/85	208 hrs \$ 3,363	8 hrs \$ 79	1915.7 hrs \$20,095
1985/86	2118.5 hrs \$24,004	0 hrs 0	1812.1 hrs \$17,110
1986/87	273.5 hrs \$ 4,354	0 hrs 0	1509.6 hrs \$15,901
1987/88	334 hrs \$ 3,987	544 hrs \$ 6,871	1950.7 hrs \$20,868
1988/89	2115 hrs \$39,002	1448 hrs \$19,000	1652.7 hrs \$17,837
1989/90 (To Date)	2197.5 hrs	976 hrs	1103.2 hrs

TOTAL "I" HOURS USED: 3,056  
TOTAL FUNDS SPENT ON "I" TIME \$37,830 (projected total)