

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Administrative Office	(2) MEETING DATE 10/30/2012	(3) CONTACT/PHONE Dan Buckshi County Administrator 781-5011	
(4) SUBJECT Request to approve an employment contract with Greg Schulte as the Assistant County Administrative Officer.			
(5) RECOMMENDED ACTION It is recommended that the Board authorize the County Administrator to approve a contract with Greg Schulte to serve as Assistant County Administrative Officer.			
(6) FUNDING SOURCE(S) Administrative Office Budget	(7) CURRENT YEAR FINANCIAL IMPACT \$41,000 net savings due to two months vacancy	(8) ANNUAL FINANCIAL IMPACT \$164,772 Salary plus benefits	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date _____	
(17) ADMINISTRATIVE OFFICE REVIEW			
(18) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Administrative Office / Dan Buckshi
County Administrator
781-5011

DATE: 10/30/2012

SUBJECT: Request to approve an employment contract with Greg Schulte as the Assistant County Administrative Officer.

SUBJECT

Request to approve an employment contract with Greg Schulte to serve as the Assistant County Administrative Officer.

RECOMMENDATION

It is recommended that the Board authorize the County Administrator to approve a contract with Greg Schulte to serve as Assistant County Administrative Officer.

DISCUSSION

The Assistant County Administrative Officer (ACAO) position became vacant when I was promoted to the position of County Administrative Officer. An extensive, nationwide recruitment was conducted by County staff and after a thorough interview process, I am recommending the appointment of Greg Schulte to this position.

Mr. Schulte has ties to the local area as he attended San Luis Obispo High School and has a Bachelor's degree from Cal Poly. He began his career in public service as a Program Manager for Rideshare when it was part of the County Public Works Department. He subsequently spent twelve years in various management positions at the City of Sacramento working as an Analyst for the Golf Division, as an Administrative Officer for the Economic Development Department, and as an Administrative Division Manager for the Development Services Department. For approximately the past five years, Mr. Schulte has served as the County Administrative Officer at Archuleta County, Colorado. I believe Mr. Schulte is well qualified and suited for the position of ACAO here in San Luis Obispo County.

OTHER AGENCY INVOLVEMENT

The Human Resources Department conducted the recruitment for this position. All of the Administrative Office staff and several department heads participated in the interview process.

FINANCIAL CONSIDERATIONS

It is recommended that Mr. Schulte begin at step three of the pay scale, which equates to \$13,731 per month (\$164,772 per year). Mr. Schulte would receive the standard benefit package for general management employees. Total compensation would equate to \$245,669 (salary and benefits). This compensation level was incorporated into the FY 12-13 budget of the Administrative Office. Due to the position being held vacant for approximately two months, there will be savings in the Administrative Office's budget.

RESULTS

The appointment of Greg Schulte to the position of ACAO will fill an important vacancy with a highly qualified individual.

ATTACHMENTS

Employment Contract
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