

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

<p>(1) DEPARTMENT Human Resources Public Works</p>	<p>(2) MEETING DATE 10/21/14</p>	<p>(3) CONTACT/PHONE Tami Douglas-Schatz (805) 781-5959 Dean Benedix (806) 781-5267 and</p>	
<p>(4) SUBJECT Submittal of a resolution approving the new classification and establishing the salary range of Chief Waste Water Treatment Plant Operator and amending the Position Allocation List for Fund Center 405 – Public Works, by adding 1.00 FTE Chief Waste Water Treatment Plant Operator. All Districts.</p>			
<p>(5) RECOMMENDED ACTION It is recommended that your Board approve a resolution approving the new classification and establishing the salary range of Chief Waste Water Treatment Plant Operator and amending the Position Allocation List (PAL) for Fund Center 405 – Public Works, by adding 1.00 FTE Chief Waste Water Treatment Plant Operator.</p>			
<p>(6) FUNDING SOURCE(S) Various Public Works Service Funds</p>	<p>(7) CURRENT YEAR FINANCIAL IMPACT \$85,905</p>	<p>(8) ANNUAL FINANCIAL IMPACT \$144,088</p>	<p>(9) BUDGETED? Yes</p>
<p>(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. ___)</p>			
<p>(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions    <input type="checkbox"/> Contracts    <input type="checkbox"/> Ordinances    <input type="checkbox"/> N/A</p>			
<p>(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A</p>		<p>(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required    <input type="checkbox"/> N/A</p>	
<p>(14) LOCATION MAP N/A</p>	<p>(15) BUSINESS IMPACT STATEMENT? No</p>	<p>(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____</p>	
<p>(17) ADMINISTRATIVE OFFICE REVIEW  Reviewed by Leslie Brown</p>			
<p>(18) SUPERVISOR DISTRICT(S) All Districts</p>			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Dean Benedix and Tami Douglas-Schatz

DATE: 10/21/14

SUBJECT: Submittal of a resolution approving the new classification and establishing the salary range of Chief Waste Water Treatment Plant Operator and amending the Position Allocation List for Fund Center 405 – Public Works, by adding 1.00 FTE Chief Waste Water Treatment Plant Operator. All Districts.

## **RECOMMENDATION**

It is recommended that your Board approve a resolution approving the new classification and establishing the salary range of Chief Waste Water Treatment Plant Operator and amending the Position Allocation List (PAL) for Fund Center 405 – Public Works, by adding 1.00 FTE Chief Waste Water Treatment Plant Operator.

## **DISCUSSION**

The Public Works Department is overseeing the construction, administration and operation of the Los Osos Water Recycling Facility. In Fiscal Year 2015-16, the Facility will begin serving the community of Los Osos as a Grade IV waste water treatment plant and collection system in accordance with the State Water Resources Control Board. On July 23, 2014, the Civil Service Commission (CSC) approved the new classification of Chief Waste Water Treatment Plant Operator to oversee the Los Osos Water Recycling Facility as well as other waste water collection systems in the County.

The Los Osos Water Recycling Facility is regulated by the State Water Resources Control Board (SWRCB) and is subject to requirements under Title 23 of the California Code of Regulations. As such, the facility requires a “Chief Plant Operator” with a SWCRB Grade 4 certification. Positions under this new classification will act as “Chief Plant Operators” as defined by the SWCRB and will be responsible for the Los Osos Water Recycling Facility plant and collection system operation, maintenance, and water quality compliance at other waste water treatment facilities as assigned.

Construction of the Los Osos Water Recycling Facility began in Spring of 2014. The Facility will begin to operate during Fiscal Year 2015-16. The Department anticipates recruiting for a Chief Waste Water Treatment Plant Operator upon approval of this resolution to ensure operational readiness, system familiarity, oversight of the infrastructure being constructed, and to ensure that the future incumbent obtains the necessary knowledge of the Facility’s design, equipment, and regulatory requirements.

The recommended salary is appropriate for the classification’s level of duties, complexity, independence and decision making authority and is consistent with the County’s internal salary setting methodology.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

The Civil Service Commission approved this new classification on July 23, 2014. The County Administrative Office and San Luis Obispo County Employees Association have reviewed this request and agree with the recommendations.

## **FINANCIAL CONSIDERATIONS**

An estimated cost for this position was included in the FY2014-15 budget with the understanding that the resolution

setting the actual salary would be brought before your Board after further compensation study. The total compensation for this new position will be \$144,088, which includes salary and benefits. Of that amount, the annual salary at Step 5 is \$91,166 with fixed and variable benefit costs of approximately \$52,922.

## **RESULTS**

This action will allow the Department to proceed with recruitment of a Chief Waste Water Treatment Plant Operator to oversee the new Los Osos Water Recycling Facility. A recruitment to fill this new position is expected to begin in October 2014 with a candidate being selected in November or December 2014.

## **ATTACHMENTS**

1. Attachment 1 - Chief Waste Water Treatment Plant Operator Classification Specification
2. Attachment 2 - PAL and Salary Resolution