

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

(1) DEPARTMENT Administrative Office	(2) MEETING DATE 11/4/2014	(3) CONTACT/PHONE Dan Buckshi - County Administrative Officer 805-781-5011	
(4) SUBJECT Request to approve an employment agreement with Wade Horton as the Director of Public Works and Transportation and adopt a resolution amending the salary range for this position. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board: 1) approve the attached Employment Agreement with Wade Horton to serve as the County's Director of the Public Works and Transportation, and 2) adopt a resolution amending the salary range for the Director of Public Works and Transportation position.			
(6) FUNDING SOURCE(S) FC 405 - Public Works	(7) CURRENT YEAR FINANCIAL IMPACT Approx. \$84,000 - Salary only	(8) ANNUAL FINANCIAL IMPACT \$144,120 - Salary only	(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 checked="" 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"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: ___ N/A ___	
(17) ADMINISTRATIVE OFFICE REVIEW The Administrative Office prepared this item.			
(18) SUPERVISOR DISTRICT(S) All Districts			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Administrative Office / Dan Buckshi - County Administrative Office
805-781-5011

DATE: 11/4/2014

SUBJECT: Request to approve an employment agreement with Wade Horton as the Director of Public Works and Transportation and adopt a resolution amending the salary range for this position. All Districts.

RECOMMENDATION

It is recommended that the Board:

- 1) approve the attached Employment Agreement with Wade Horton to serve as the County's Director of the Public Works and Transportation, and
- 2) adopt a resolution amending the salary range for the Director of Public Works and Transportation position.

DISCUSSION

In June, 2014 the County initiated a recruitment process for the Director of Public Works and Transportation, which attracted a total of 23 qualified applicants. The recruitment and selection process involved an extensive review of the top five candidates, including panel interviews, candidate presentations to stakeholders as well as interviews with County Public Works and Transportation staff. The Board of Supervisors also interviewed these top five candidates for this position during their September 30, 2014 closed session.

Mr. Horton comes to the County with significant experience and background in Public Works. He is a Registered Civil Engineer licensed in the State of California and earned his Bachelor's degree in Environmental Engineering from Cal Poly in 1998. He has worked as an Engineer on various projects since he graduated in 1998. Most recently, he has worked for the City of San Luis Obispo since 2009, serving as the Deputy Director of Utilities/Water for the past three years. He is also a commissioned Reserve Officer in the U.S Naval Construction Force. Pending Board approval of the attached contract, Mr. Horton will begin his employment with the County as the Director of Public Works and Transportation on December 8, 2014.

The salary for the Director of Public Works and Transportation was reviewed prior to initiating the recruitment and is recommended to increase 3% based on a compensation study conducted by the Human Resources Department.

OTHER AGENCY INVOLVEMENT/IMPACT

County Counsel has reviewed and approved the agreement as to legal form and effect. The Human Resources Department conducted a compensation study for this position, managed the recruitment process and prepared the attached resolution amending the salary. Representatives from various County departments, as well as community stakeholders, participated in the recruitment and selection process.

FINANCIAL CONSIDERATIONS

The salary range for the Director of Public Works and Transportation is recommended to be set at \$144,120 - \$175,176,

per the attached resolution. Mr. Horton will start at first step of the salary range which equates to approximately \$12,010 per month (\$144,120 for the year). Mr. Horton will receive the standard benefit package for appointed department heads. The total compensation, including salary and benefits will be approximately \$222,800. Sufficient funds exist in the FC 405 – Public Works budget to cover these expenses. The department estimates that approximately \$54,000 in salary savings will have been realized in the current year due to the vacancy of this position.

RESULTS

The appointment of Wade Horton to the position of Director of Director of Public Works and Transportation fills an important vacancy with a highly qualified individual.

ATTACHMENTS

1. Wade Horton Employment Contract
2. Resolution amending the salary for Public Works/Transportation Director