

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

(1) DEPARTMENT Administrative Office	(2) MEETING DATE 11/25/2014	(3) CONTACT/PHONE Dan Buckshi - County Administrative Officer 805-781-5011	
(4) SUBJECT Request to approve an employment agreement with Kevin Bumen to serve as the County's Director of Airports. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve the attached Employment Agreement with Kevin Bumen to serve as the County's Director of Airports.			
(6) FUNDING SOURCE(S) FC 425 - Airports	(7) CURRENT YEAR FINANCIAL IMPACT \$111,242 (salary and benefits)	(8) ANNUAL FINANCIAL IMPACT \$190,702 (salary and 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"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW This item was prepared by the Administrative Office			
(18) SUPERVISOR DISTRICT(S) All Districts			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Dan Buckshi, County Administrative Officer

DATE: 11/25/2014

SUBJECT: Request to approve an employment agreement with Kevin Bumen to serve as the County's Director of Airports. All Districts.

RECOMMENDATION

It is recommended that the Board approve the attached Employment Agreement with Kevin Bumen to serve as the County's Director of Airports.

DISCUSSION

In October 2014, the Board took action to dissolve the General Services Agency and create four new departments, including an Airports Department. As a part of this action, the Board also approved the creation of four new department head positions to lead each new department. Given his recent appointment to the position of Deputy Director of Airports within the General Services Agency, it is recommended that Kevin Bumen be appointed to the position of Director of Airports. Per County Code §2.40.060, the Director of Airports is part of the unclassified service and as such, appointments to the position can be made by the County Administrative Officer, pending contract approval by the Board of Supervisors.

Mr. Bumen was appointed as the Deputy Director of Airports on November 10, 2013 and came to the County with significant experience and background in airport operations. He is a Certified Airport Executive with the Southwest Chapter of the American Association of Airport Executives and earned his Bachelor's degree in Recreation and Parks Administration from Cal Poly in 1996. Prior to beginning with the County, Mr. Bumen worked for the Truckee Tahoe Airport District for over 10 years, including over five years as the District's Director of Aviation, with responsibility for managing all aspects of Airport District operations. Pending Board approval of the attached contract, Mr. Bumen will begin as the County's Director of Airports effective December 1, 2014.

The salary for the Director of Airports was set by Board action on October 7, 2014, 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.

FINANCIAL CONSIDERATIONS

The salary range for the Director of Airports position was set by Board action on October 7, 2014 at \$99,576-\$121,020 annually. Mr. Bumen will start at the top step of the salary range which equates to approximately \$10,085 per month (\$121,020 annually). Mr. Bumen will receive the standard benefit package for appointed department heads. The total

compensation, including salary and benefits will be approximately \$190,702 annually. Sufficient funds exist in the Fund Center 425- Airports budget to cover these expenses.

RESULTS

The appointment of Kevin Bumen to the position of Director of Airports fills an important vacancy with a highly qualified individual.

ATTACHMENTS

1. K. Bumen Employment Contract