

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

(1) DEPARTMENT Public Works	(2) MEETING DATE 7/19/2016	(3) CONTACT/PHONE Dean Benedix, Utilities Division Manager (805) 781-5267	
(4) SUBJECT Submittal of a resolution approving the new classification and establishing the salary range of Wastewater Systems Superintendent and amending the Position Allocation List (PAL) for Fund Center 405 – Public Works by adding 1.00 Full Time Equivalent (FTE) Wastewater Systems Superintendent. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve a resolution approving the new classification and establishing the salary range of Wastewater Systems Superintendent and amending the Position Allocation List (PAL) for Fund Center 405 – Public Works, by adding 1.00 FTE Wastewater Systems Superintendent.			
(6) FUNDING SOURCE(S) Various Wastewater System Facilities	(7) CURRENT YEAR FINANCIAL IMPACT \$131,015.00	(8) ANNUAL FINANCIAL IMPACT \$131,015.00	(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 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 David E. Grim			
(18) SUPERVISOR DISTRICT(S) All Districts			

Reference: 16JUL19-C-10

County of San Luis Obispo



TO: Board of Supervisors

FROM: Public Works
Dean Benedix, Utilities Division Manager

VIA: Wade Horton, Director of Public Works
Tami Douglas- Schatz, Director of Human Resources

DATE: 7/19/2016

SUBJECT: Submittal of a resolution approving the new classification and establishing the salary range of Wastewater Systems Superintendent and amending the Position Allocation List (PAL) for Fund Center 405 – Public Works by adding 1.00 Full Time Equivalent (FTE) Wastewater Systems Superintendent. All Districts.

RECOMMENDATION

It is recommended that the Board approve a resolution approving the new classification and establishing the salary range of Wastewater Systems Superintendent and amending the Position Allocation List (PAL) for Fund Center 405 – Public Works, by adding 1.00 FTE Wastewater Systems Superintendent.

DISCUSSION

The Public Works Department is overseeing the construction, administration and operation of the Los Osos Water Recycling Facility. In April 2016, the Facility began serving the community of Los Osos as a Grade IV wastewater treatment plant and collection system. The addition of this new highly sophisticated facility, along with the recent full operation of the Nacimiento Water Project on the water side, has created an operational need to separate water treatment and distribution operations from wastewater operations. On April 27, 2016, the Civil Service Commission (CSC) approved the new classification of Wastewater Systems Superintendent to oversee wastewater operations throughout the County. It is anticipated that recruitment for the new Wastewater Systems Superintendent will begin immediately after approval of this recommended Board action.

The addition of the Wastewater Superintendent classification will provide dedicated supervisory support needed to manage operations, train, direct and lead wastewater staff, respond to related challenges and maintain effective communication with our community partners to maximize facility operations reliability, performance, and efficiency. This position is an important component of the Utilities Division's organizational transition toward establishment of separate water and wastewater operations.

The recommended salary is appropriate for the new classification's level of duties, complexity, independence and decision making authority and is consistent with the County's salary setting methodology. Funding for this position was included and approved by the Board at Budget Hearings on June 13-15, 2016.

OTHER AGENCY INVOLVEMENT/IMPACT

This request is co-authored by the Department of Public Works and the Department of Human Resources and has been coordinated with the Administrative Office. The Human Resources Department created the class specification and prepared the resolution. The Civil Service Commission approved the new job class specification on April 27, 2016.

FINANCIAL CONSIDERATIONS

Funding for this position was included in the 2016-17 Budget for the Various Wastewater System Facilities approved on June 21, 2016.

RESULTS

This action will provide the Public Works Department with needed resources to successfully operate and maintain the Los Osos community wastewater infrastructure investment. This provides for a healthy, safe, livable and well-governed community.

ATTACHMENTS

1. Wastewater System Superintendent Job Specification
2. Wastewater Systems Superintendent Classification Specification PAL and Salary Resolution

File: CF 680.160.01 Position Allocations

Reference: 16JUL19-C-10

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