



Board Agenda Item 47

DATE: December 3, 2024
TO: Board of Supervisors
SUBMITTED BY: Hollis Magill, Director of Human Resources
SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

Approve Amendment to the Salary Resolution establishing the Surveyor classification series and Deputy County Surveyor classification; reclassifying one (1) Chief of Field Surveys and one (1) Senior Engineer upwards to Supervising Surveyor; reclassifying one (1) Senior Engineer upwards to Supervising Surveyor and transferring the position from Org 4360 to Org 4510; reclassifying one (1) Engineer I upwards to Senior Surveyor and transferring the position from Org 4360 to Org 4510; reclassifying one (1) Field Survey Supervisor upwards to Senior Surveyor, and reclassifying two (2) Field Survey Supervisors and five (5) Senior Engineering Technicians upwards to Surveyor I/II, within the Department of Public Works and Planning; deleting Field Survey Supervisor from Salary Resolution Section 100, Footnote T; adding Surveyor, Deputy County Surveyor, and Supervising/Senior Surveyor to Salary Resolution Section 100, Footnote e; and adding Senior Surveyor to Section 520 “Professional License Incentives” of the Salary Resolution, effective December 9, 2024, as reflected in Appendix “D”.

There is no Net County Cost (NCC) associated with the recommended action. Approval of the recommended action will create a new Surveyor classification series, new Deputy County Surveyor classification, and reclassify twelve (12) positions assigned to perform land surveying functions within the Department of Public Works and Planning to the new positions. There is no net addition of positions. This item is countywide.

ALTERNATIVE ACTION(S):

If your Board were not to approve the recommended action, the existing classifications would remain unchanged, and the incumbents would not be reclassified to the more appropriate Surveyor classifications.

FISCAL IMPACT:

There is no NCC associated with the recommended action. The estimated prorated cost for FY 2024-25 is \$148,686. Sufficient appropriations and estimated revenues to absorb these costs are included in the Public Works and Planning Org 4510 FY 2024-25 Adopted Budget and will be included in future budget requests.

DISCUSSION:

The Department of Public Works and Planning requested a classification and compensation study to address challenges related to recruitment, retention, and salary concerns, which have been hindering their ability to attract and retain staff.

Approval of the recommended action will create distinct classifications for land surveying roles, setting them apart from the Engineer series and formalizing the structure and responsibilities of the County Surveyor's Office. Establishing the new Surveyor Series (Surveyor I/II, Senior, and Supervising) and the Deputy County Surveyor classification, with clear job descriptions, defined duties, and competitive salaries, will strengthen recruitment and retention of skilled staff.

Approval of the recommended action will also reclassify one (1) Chief of Field Surveys and one (1) Senior Engineer upwards to Supervising Surveyor; one (1) Senior Engineer upwards to Supervising Surveyor and transferring the position from Org 4360 to Org 4510; one (1) Engineer I upwards to Senior Surveyor and transferring the position from Org 4360 to Org 4510; one (1) Field Survey Supervisor upwards to Senior Surveyor, and two (2) Field Survey Supervisors and five (5) Senior Engineering Technicians upwards to Surveyor I/II, aligning these roles with more appropriate surveyor classifications.

Approval of the recommended action will also update Footnotes T and e of Section 100 of the Salary Resolution to delete the Field Survey Supervisor classification for eligibility for call-back pay in Footnote T, and to add the Surveyor, Deputy County Surveyor, and Supervising/Senior Surveyor to the list of positions in partial combination for purposes of promotion only in Footnote e.

Additionally, the recommended action will establish that employees in the Senior Surveyor classification may be advanced 4% starting in the pay period following receipt of the employee's license as a Professional Engineer or Land Surveyor under provisions of the California Business and Professions Code at the discretion of the department head as needed under Section 520 of the Salary Resolution.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "D"

CAO ANALYST:

Paige Benavides