RESOLUTION - ACTION REQUESTED 2017-231

MEETING: April 25, 2017

TO: The Board of Supervisors

FROM: Steve Johnson, Human Resources Director - Risk Manager

RE: Approve a Salary Increase for the Plant Operator I/II Classification and Approve Budget Action

RECOMMENDATION AND JUSTIFICATION:

Approve a salary increase for the Plant Operator I/II classification from $3,581.34 - $4,353.18/month to $3,760.41 - $4,570.84/month for Plant Operator I, and from $3,760.41 - $4,570.80/month to $3,948.43 - $4,799.34/month for Plant Operator II, which is a 5% increase, effective May 1, 2017; and Approve Budget Action transferring funds within the Plant Operations Budget ($2,953).

The Board of Supervisors recently approved the new job descriptions of Senior Plant Operator and Plant Operator I/II in the Utilities Division of the Public Works Department. The approved salary of the Plant Operator I was $3,581.34 - $4,353.18/month and the approved salary of the Plant Operator II was $3,760.41 - $4,570.80/month. The basis for establishing the new classifications was to recognize the highly skilled and technical nature and heavily regulated environment of utilities operation.

The salaries that were approved were designated as a bridging strategy and a starting point with the intent of further salary review of the positions to ensure alignment with industry trends. After reviewing salary differentials between Facilities Maintenance Workers and Utilities Workers in several surrounding Counties with these positions, and consulting with new Public Works Director Mike Healy, staff learned that Utilities Division employees consistently earn higher salaries than Maintenance Workers.

Currently, the salary of the Plant Operator I classification is equal to the salary of the Maintenance Worker III - Facilities classification. In order to bring the Plant Operator I/II classification in alignment with the industry standards, it is recommended that the salary is increased by an additional 5%. This increase will not create any compaction issues with the Senior Plant Operator classification. There is currently one approved allocation for the Plant Operator I/II classification that is filled at the Plant Operator I level and there is sufficient funding to cover the salary increase in the Plant Operations budget within the Public Works Department.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board of Supervisors approved the Plant Operator and Senior Plant Operator classifications and salaries on December 6, 2016 through Resolution 16-631. The Board approved a revision to those classifications on January 24, 2017 through Resolution 17-30. From time to time, the Board approves revisions to job descriptions and salaries as needed.
ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve proposed salary increase and the classifications will remain at their current
salaries, which are not consistent with industry standards.

FINANCIAL IMPACT:
Sufficient funding to offset proposed salary changes will come from the Plant
Operations budget within the Public Works Department.

ATTACHMENTS:
Budget Action-Plant Operator I-II  (PDF)

CAO RECOMMENDATION
Requested Action Recommended

Dallin Kimble
Dallin Kimble, Interim CAO  4/17/2017

RESULT:  ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:  Merlin Jones, District II Supervisor
SECONDER:  Kevin Cann, District IV Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey
# BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>616</td>
<td>0308-307</td>
<td>1116</td>
<td>Plant Operations Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0123</td>
<td>Plant Operator I</td>
<td></td>
<td></td>
<td>2,489</td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0310</td>
<td>Social Security</td>
<td></td>
<td></td>
<td>86</td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0311</td>
<td>Medicare</td>
<td></td>
<td></td>
<td>21</td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0313</td>
<td>Medical/Dental/Vision</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0314</td>
<td>Retirement - Employer</td>
<td></td>
<td></td>
<td>345</td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0315</td>
<td>Retirement - Employee</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0317</td>
<td>Life Insurance</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>616</td>
<td>0308-580</td>
<td>0318</td>
<td>SDI</td>
<td></td>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>

## TRANSFER BETWEEN FUNDS

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
</table>

**TOTALS:** 2953 0 2953 0

**ACTION REQUESTED:**
( ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies

(X) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit.

**JUSTIFICATION:** Five percent increase in salary and benefits for Plant Operator I over Maintenance Worker III.

**DEPT HEAD SIGNATURE**

**DATE:** 4-10-17

**APPROVED BY RES NO.** 19-231

**CLERK**

**DATE:** 4-25-17

**616 Plant Operations**

Budget Action Form Revised 11/95