



Agenda Date: 12/20/2005
Agenda Placement: 6K

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Pamela Hansen for Mark Gregersen - Director
Human Resources
REPORT BY: Pamela Hansen, Human Resources Analyst III, 253-4305
SUBJECT: Amend Departmental Allocation List and Table and Index for Public Works-Engineering

RECOMMENDATION

Human Resources Director requests adoption of a resolution regarding the following in connection with Public Works-Engineering, effective December 20, 2005:

1. Amend the Departmental Allocation List to delete one (1) (M) Principal Public Works Engineer and add one (1) (M) Principal Water Resources Engineer;
2. Amend the Table and Index to add Principal Water Resources Engineer; and
3. Amend appropriate policies to add Principal Water Resources Engineer.

EXECUTIVE SUMMARY

On December 14, 2004, the Board of Supervisors approved a Water Resources Work Plan including two new positions in the Public Works Department to work on a Milliken-Sarco-Tulocay recycled water project, an Angwin/Deer Park water supply reliability plan and State Water Project contract management. On January 25, 2005, Amendment No. 5 to Agreement No. 4202 with the Napa County Flood Protection and Watershed Improvement Authority was approved by the Board providing the funds for the two new positions and the positions were included in the 2006 fiscal year budget. The positions in the Water Resources Work Plan were identified as a Principal Public Works Engineer and as an Associate Civil Engineer. A new job description has been developed for a Principal Water Resources Engineer and is proposed to replace the previous position approved as Principal Public Works Engineer to better reflect the duties that will be assigned to this new position.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Board of Supervisors approved a Water Resources Work Plan on December 14, 2004, which included two new positions in the Public Works Department to work on a Milliken-Sarco-Tulocay recycled water project, an Angwin/Deer Park water supply reliability plan, and State Water Project contract management. This Water Resources Work Plan identified funding sources for the proposed new positions and on January 25, 2005, Amendment No. 5 to Agreement No. 4202 with the Napa County Flood Protection and Watershed Improvement Authority was approved by the Board providing the funds for the two new positions. The positions were included in the County's 2006 fiscal year budget.

The Public Works Department developed a new job description to handle the water resources related work including management of activities in the Milliken-Sarco-Tulocay groundwater deficient area, the Angwin/Deer Park area, and to handle administration of the contract with the Department of Water Resources for State Water Project water. The position was originally approved as a Principal Public Works Engineer, but due to the needs of the Department, staff drafted a new job description that better reflects the duties anticipated to be assigned. This new class specification for Principal Water Resources Engineer will help attract future candidates with the appropriate water resources experience.

Human Resources Director is recommending the salary for the Principal Water Resources Engineer be set at the same range as the Principal Public Works Engineer based on the level of responsibility, education, and experience requirements.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Andrew Carey