



**Contra  
Costa  
County**

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: October 24, 2017

Subject: Add One Structural Engineer for DCD Building Inspection Division

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22181 to add one (1) full-time Structural Engineer (NCSA) (represented) position at salary plan and grade ZB5 1813 (\$7,177.99 - \$8,724.90) in the Department of Conservation and Development.

**FISCAL IMPACT:**

No impact to County General Fund. The annual cost for this new position is approximately \$165,000, of which \$60,000 represents pension costs. The Land Development Fund, Building Permit fees will cover all costs.

**BACKGROUND:**

The Department of Conservation and Development ("Department") requests to add one (1) Structural Engineer to meet the operational needs of the Department. Structural Engineers are responsible for performing professional engineering work in checking plans, calculations and specifications for legal and technical compliance with ordinances and building laws. Currently, the department has six (6) Structural Engineers. It is expected that the workload of the Engineering Unit under the Building Inspection Division will increase with the building of the new County Administration and Emergency Operation Center

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/24/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 24, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Arnai Maxey  
925-674-7876

cc: Arnai Maxey

buildings. Additionally, there has been an increase in private sector activity which has increased the demand for Structural Engineer services. By adding one (1) Structural Engineer position, the department will be in a better position to meet the demands of our internal and external customers.

CONSEQUENCE OF NEGATIVE ACTION:

Without the additional engineering staff, the Department of Conservation and Development cannot guarantee efficient, timely and accurate plan check service for our customers as required under the County Ordinance.

ATTACHMENTS

P300 22181\_Add 1 Structural Engineer Position to DCD