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Contra Costa County

To: Board of Supervisors

From: Dianne Dinsmore, Human Resources Director

Date: February 11, 2020

Subject: Retitle Redevelopment Project Manager - Project to Economic Development Project Manager; Add one

position to Department of Conservation & Development

# **RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22446 to retitle the classification of Redevelopment Project Manager - Project (5AH4) (unrepresented) at salary plan and grade C85 1788 (\$7,503 - \$9,121) to Economic Development Project Manager (5AHF) (represented) at salary plan and grade ZA5 1005 (\$7,503 - \$9,121) and add one (1) position in the Department of Conservation and Development.

### **FISCAL IMPACT:**

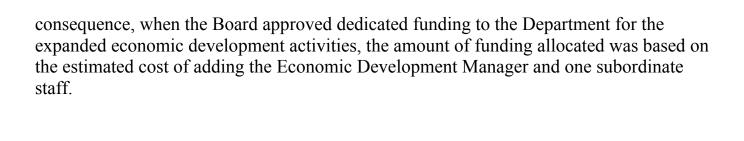
Upon approval, this action will result in an annual cost of approximately \$170,500 of which \$30,000 represents annual pension costs. The cost of this position is funded in the Department of Conservation and Development's FY 19-20 approved budget.

#### **BACKGROUND:**

cc: Sylvia Wong, Arnai Maxey

In July 2017, the Economic Development Manager - Exempt position was created and added to the Department of Conservation and Development. This was the result of a need to expand the County's economic development activities. When the position was added by the Board, it was anticipated that the Department of Conservation and Development would also add an additional staff person to dedicate necessary resources to this work. As a

✓ APP	PROVE	OTHER
▼ RECOMMENDATION OF CNTY ADMINISTRATOR		
Action of Board On: 02/11/2020   ✓ APPROVED AS RECOMMENDED   OTHER		
Clerks Notes:		
VOTE OF SUPERVISORS		
AYE:	John Gioia, District I Supervisor	
	Candace Andersen, District II 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.
	Diane Burgis, District III Supervisor Federal D. Glover, District V Supervisor	
		ATTESTED: February 11, 2020
		David Twa, County Administrator and Clerk of the Board of Supervisors
ABSENT:	Karen Mitchoff, District IV Supervisor	By: June McHuen, Deputy
Contact: Kelli Zenn, (925) 674-7726		



## BACKGROUND: (CONT'D)

This position will act as the second Economic Development staff person. The Economic Development Project Manager will work closely with the Economic Development Manager - Exempt to develop and implement an Economic Development Strategy for the County and perform a wide variety of tasks to promote jobs, increase tax revenue and retain, expand and attract business. This position will also serve as a project manager for assigned economic development projects and programs, and serve as an ombudsperson between DCD staff and business stakeholders.

# **CONSEQUENCE OF NEGATIVE ACTION:**

If this item is not approved, the County will not have the required staff resources to develop and implement the Economic Development Strategy for the County.

#### **ATTACHMENTS**

P300 22446 35029 P300 22446 Economic Dev Proj Manager