



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 1, 2022

Subject: Add one permanent Supervising Capital Facilities Project Manager position in the Public Works Department.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25882 to add one (1) permanent Supervising Capital Facilities Project Manager (NEHC) (represented) position at Salary Plan and Grade ZA5 2070 (\$10,521.09-\$12,788.45) in the Public Works Department – Capital Projects Division.

FISCAL IMPACT:

This action results in additional annual cost of \$199,662, including pension costs of approximately \$28,143, funded 100% to requesting departments (user fees).

BACKGROUND:

The Public Works Capital Projects Division currently has one Supervising Capital Facilities Project Manager responsible for the administration and oversight of Division staff and operations. The current Supervising Capital Facilities Project Manager incumbent will be retiring at the end of March 2022. Since this a critical position to maintain capital projects services delivery, it is vital to begin recruitment efforts and cross training prior to the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/01/2022** ☒ 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: February 1, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Adrienne Todd,
925.313.2108

incumbent's retirement.

It is the Public Works Department's intention to cancel the current Supervising Capital Facilities Project Manager upon the incumbent's retirement.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Public Works Department will not have an adequately trained incumbent or staff to meet the work demands

ATTACHMENTS

P300