



Committee of the Whole

Deb Bell

Council Initiated:

☐ Yes

☒ No

ECAF: 2024-1494

Motion: 24-284

Type:

- ☐ Contract
☐ Board Appt.
☐ Code Amendment
☒ Budget Action
☐ Other

Requested Handling:

- ☒ Normal
☐ Expedite
☐ Urgent

Fund Source:

- ☐ General Fund
☒ Other
☐ N/A

Executive Rec:

- ☒ Approve
☐ Do Not Approve
☐ N/A

Approved as to

Form:

- ☐ Yes
☐ No
☒ N/A

Subject: Approving the reclassification of Facilities and Fleet department position FAC9470R to Division Manager.

Scope: SCC 3.69.040(3) authorizes the Council to approve range adjustments for management exempt positions. The proposed motion would approve a salary range adjustment for the current position of Fleet Services Division Director (113) to Division Manager (112). The position is currently vacant.

Fiscal Impact: ☒ Current Year ☐ Multi-Year ☐ N/A

Expenditures	2024
502.5188601011	(\$15,428.64)
Total	(\$15,428.64)

Authority Granted: Council approval of the requested salary range adjustment for the Facilities and Fleet position FAC9470R, under SCC 3.69.040(3)(a).

Background: In May 2024, the Human Resources Department recommended that the Fleet Services Division Director position be adjusted to Division Manager, from salary range 113 to 112, due to comparable duties and parity within the department and across the County.

The position responsibilities include managing the Equipment Rental & Revolving (ER&R) program and fund, developing a comprehensive fleet maintenance and repair program, preparing bid specifications for fleet equipment, supervising the operation of county stores for Fleet Services and Road Maintenance, managing maintenance and repair of radio communication devices, and administering the division's annual budget.

Action Requested: For Council to move the motion to GLS on July 24, 2024, for consideration.