

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Public Works/ Parks
PROGRAM: 1005
SUBJECT: Change in Classification

<p>Background: Currently the Park Manager is compensated \$2871 per month with housing and utilities included. At this time housing is not being utilized by the Park Manager as he lives in Milton Freewater, only a few minutes away.</p> <p>A truck driver in the public works department is compensated \$4278 per month with none of the responsibility associated with managing the county park, such as developing and following a budget, managing employees as well as those performing community service obligations, purchasing, keeping records, etc. The duties and responsibilities of the Park Manager are more in line with a Lead position within our Department. The current pay level for this classification is \$4394 per month.</p> <p>The park has been generating more revenue and I would like to propose a three step plan to move compensation of this position to a level more appropriate for the job responsibilities. My proposal is to increase the current wage by \$500 per month effective July 1, 2017. Paid for by our increase in camping fees implemented at the beginning of 2017. As revenues continue to increase (as we expect) I would propose two more adjustments of approximately \$500 each to bring the base wage of the Park manager to parity with a Maintenance Lead position at the Road Department.</p> <p>All increases would be contingent on revenue increases in the park. *it is recognized that COLA increases will move the target slightly and increases in year 2 and 3 will be adjusted in order to reach the target as funds are available.</p>	<p><u>ACTION REQUESTED:</u></p> <p>Approve 3 step classification adjustment to the Park Manager position for parity with a Lead position at Public Works. Implementation is contingent upon Park funds to be approved through the budget process each of the next 3 years.</p>
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ATTACHMENTS:

Date: (6/22/17) Submitted By: (Tom Fellows)

*****For Internal Use Only*****

Checkoffs:

- () Exec. Asst.
- () Dept. Head (copy)
- () Human Resources (copy)
- () Budget (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List)

To be notified of Meeting:

Needed at Meeting:

PLEASE RETURN THIS FORM AND ATTACHMENTS TO COUNSEL

Scheduled for meeting on: July 5, 2017

Action taken: