



**BOARD OF DIRECTORS  
AUGUST 25, 2005**

**SUBJECT: TEMPORARY NON-CONTRACT SALARY INCREASE**

**ACTION: APPROVE TEMPORARY SALARY INCREASE FOR ACTING CHIEF  
PLANNING OFFICER**

**RECOMMENDATION**

Approve a temporary pay increase for the Acting Chief Planning Officer until a permanent Chief Planning Officer is hired.

**RATIONALE**

The current Chief Planning Officer (CPO) announced his resignation effective August 19, 2005. Staff will be contracting with a professional executive recruiting firm to conduct a statewide search for a replacement CPO. As this position is mission-critical to the organization, it is necessary for the Chief Executive Officer to appoint an interim CPO for the period of time required for the selection of a permanent CPO. A Deputy Executive Officer (DEO), Countywide Planning and Development has been appointed interim CPO, effective August 25, 2005, until a permanent CPO is hired.

The proposed increase for the DEO is from \$4,940 per pay period to \$5,533 per pay period. Pay period is used since it is anticipated that the search for a permanent CPO will take three to six months, but the exact duration is unknown. The pay rate with the temporary increase is below mid-point for the pay range and below the pay of other employees in the same pay range.

In May 2005, the Board approved the revised Position Authorization and Compensation Policy. Under the Policy, Board approval is required for all salaries in excess of \$125,000 or more than 10% above midpoint.

**FINANCIAL IMPACT**

The cost of the increase for the Acting CPO will be absorbed within the Countywide Planning unit's FY06 budget. This is possible due to vacancy savings.

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