

MEMORANDUM

DATE: October 9, 2018

TO: The Board of Supervisors

FROM: Grace A. Boone, General Services Director

SUBJECT: Establishment of a Full-Time Regular Spray Technician Position

For several years, grounds maintenance at County school sites has taken place under an agreement with the school division that sets out responsibilities and procedures. All grounds maintenance activities are managed by the County General Services Department. When the agreement was initiated, several school grounds employees remained employees of the school division, but were assigned to General Services for management purposes. They typically work on school sites but are fully integrated into the Grounds Division staff. Many expenses attributable to work on school sites are included in a separate budget and are billed to schools on a monthly basis.

As part of the agreement, any school positions that become vacant are to be replaced with County employees. This has taken place on several occasions over the years. One additional school employee recently resigned. The attached resolution would authorize two actions. It would establish a new County position to allow filling the vacant position and transferring funds from Operating Contingency to 001-142-0110, Salaries, Full-Time Employees.

Staff recommends adoption of the attached resolution.

GAB/md
FTSprayTechPos-mem

Attachment