



**BOARD OF SUPERVISORS  
AGENDA LETTER**

**Agenda Number:**

**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Public Works  
**Department No.:** 054  
**For Agenda Of:** April 2, 2013  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Scott D. McGolpin, Public Works Director, 568-3010  
Director(s)  
Contact Info: Toni Busby, Human Resources Manager, 568-2841  
Lynn Hogan, Human Resources Coordinator, 568-3128

**SUBJECT:** Urban Forestry Special Duty Pay

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: County Executive Office

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

Adopt the resolution in Attachment A, effective April 1, 2013, establishing a special duty allowance of 10% annually for one incumbent in the Public Works Department who has earned a Certified Arborist designation from the International Society of Arboriculture (ISA).

**Summary Text:**

The recommended action establishes special duty pay recognizing the benefit to the County of an incumbent in the Urban Forestry job classification series having a Certified Arborist designation that eliminates the need for the County to contract out certain services that require the knowledge and expertise this designation confers.

**Background:**

The Public Works Department is requesting special duty pay for one incumbent in the Urban Forestry job classification series (3 positions), for earning an ISA Certified Arborist designation. The knowledge and skill set conferred by this designation will assist the Department in meeting its goals of sustaining and nurturing the approximately 21,000 street trees in the County's urban forest and ensuring that trees planted along sidewalks, medians or in parkway strips do not become hazards for pedestrians and motorists. Specifically, the Certified Arborist designation allows a Public Works employee to perform

the following duties at a level of expertise greater than what is required of incumbents in the Urban Forestry job class series:

1. Direct County staff and private tree contractors on pruning County Street trees under the ANSI A300 specifications of The International Society of Arboriculture, the industry standard criteria for performing tree care operations; and
2. Inspect soil for geologic and moisture conditions that determine tree root/canopy condition and act to establish and maintain long term tree health; and
3. Observe construction activities in and around street trees where root pruning activities have been performed to determine whether trees can be saved or need to be removed due to root loss/structural stability issues and the potential for tree health degeneration.

Currently these services are provided by ISA certified outside consultants hired by the Public Works Department, but with encouragement from the Department, there is now an Urban Forestry Supervisor who has earned the ISA Certified Arborist designation. Because it is more cost effective to have this expertise in-house rather than to contract out for the services, Public Works is requesting approval for one employee, currently the Urban Forestry Supervisor, to receive a 10% special duty allowance for becoming an ISA Certified Arborist. Based on the department's current organizational structure and workload there are no plans to extend this benefit beyond one employee at this time.

Staff has met with the Service Employees International Union (SEIU) Local 620, the labor organization which represents incumbents in Urban Forestry job classifications, and Local 620 supports the recommended action.

**Fiscal Analysis:**

Public Works is requesting a 10% special duty pay for this designation. At the incumbent's current rate of pay, the fully loaded cost to Public Works of the requested special duty pay is estimated at approximately, \$11,000 annually. The current costs to the County of using consultants in this role are estimated at approximately \$20,000 annually, but the services of these contractors will no longer be required, so the net savings to the County from the recommended action can be estimated at approximately \$9,000.

**Special Instructions:**

Please return a signed copy of the resolution to the Human Resources Department

Cc: Chandra L. Wallar, County Executive Officer  
Robert W. Geis, Auditor Controller  
Bruce Corsaw, Executive Director of SEIU Local 620

**Attachments:**

Resolution establishing ISA Certified Arborist Special Duty Pay

**Authored by:**

Toni Busby, Human Resources Manager, 568-2841