



City Commission Agenda Item

Meeting Date: May 6, 2025
From: Kyle Blubaugh, Environmental Services &
Marla McFarland, Human Resources Director
Item: Pay Ordinance – Effective May 17, 2025

Motion: An Ordinance adopting the budget pay plan to become effective May 17, 2025. **(Roll Call Vote)**

Purpose: Addition of Environmental Services Department Positions:

- Line Replacement Maintenance Worker I
- Line Replacement Maintenance Worker II
- Line Replacement Maintenance Worker III
- Line Replacement Lead, Distribution Lead
- Collection Lead positions to Pay Ordinance.

Approval will allow for the creation of two (2) additional, full-time positions within the Environmental Services Department.

Please note, the expense for the two additional positions created will be covered by the vacancy of the Assistant Environmental Services Superintendent position throughout the year 2025. The two new positions (Line Replacement Maintenance Worker I, II or III based upon employee qualifications) will be added to the personnel budgets starting in the year 2026.

Background: In 2024, the City Commission formally approved a revised water rate structure, strategically designed to enhance the operational capacity of the Environmental Services Department. This approval facilitated the successful completion of critical projects outlined in the Capital Improvement Plan (CIP), while also enabling the expansion of full-time staff positions and the acquisition of essential equipment. By implementing these measures, the Environmental Services Department has been empowered to sustain its commitment to in-house maintenance, repair, and full line replacement activities. This approach not only ensures the continued reliability and efficiency of our water infrastructure but also significantly reduces operational costs by minimizing dependence on external contractors, thereby fostering long-term financial sustainability and service excellence.

Commission Options:

1. Approve the Ordinance
2. Disapprove the Ordinance
3. Table the Ordinance for further discussion

Fiscal Impact: Amount: **\$111,000.00**

Fund: **16-653 (75%)** Department: **Environmental Services** Expense Code: **5100 Full Time Salary**

Fund: **18-661 (25%)** Department: **Environmental Services** Expense Code: **5100 Full Time Salary**

☒ Included in budget ☐ Grant ☐ Bonds ☒ Other Not Budgeted

Attachments: Pay Ordinance, Updated Pay Scale, and Organizational Chart

Approved for Agenda by:

Randy Frazer, City Manager