



Staff Report

July 18, 2022 Council Regular Meeting

Resolution 22-010 Creating a New Position in Public Works

Presenter: Jennifer Gorsuch, Administrative Services Director

Time Estimate: 5 minutes

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BACKGROUND: Resolution 22-010 will create a new position in the Public Works Department titled Fleet Supervisor. The proposed job description and salary scale are comparable to similar sized entities and are geographically appropriate.

This information was presented at the June 21 Workshop during Public Works Director Steve Wall's Staff Update.

SUMMARY:

The City has had a need for a Fleet Supervisor for many years. The Lead Mechanic has been acting in this role, but the scope and responsibility required for the position has grown and the position is no longer acting in the capacity of a Mechanic. The position will be an FLSA exempt position and as a non-union supervisor will be entitled to receive 40 hours of administrative leave, consistent with the other supervisors at the city.

This is not adding to current staffing levels. The Lead Mechanic will be reclassified to this position due to already performing the necessary duties and meeting qualifications.

The Lead Mechanic position will not be backfilled.

The 2022 salary scale is \$7403-8840/monthly.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? The desired result is to appropriately staff the public works department with proper classifications now and for the future.

What's the data? What does the data tell us? The data from comparable entities shows that both the position description and the proposed salary is valid.

How have communities been engaged? Are there opportunities to expand engagement?
N/A

Who will benefit from, or be burdened by this agenda item? The City employees utilizing vehicles and the citizens will benefit due to the ability of this position to fully focus on fleet services and efficiencies to serve the community.

What are the strategies to mitigate any unintended consequences? N/A

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact. N/A

Will this agenda item improve ADA accessibilities for people with disabilities? N/A

What potential hurdles exists in implementing this proposal (include both operational and political)? N/A

How will you ensure accountabilities, communicate, and evaluate results? N/A

How does this item support a comprehensive plan goal, policy or other adopted resolution?
N/A

BUDGET IMPACT: The differential in salary between the Lead Mechanic and Fleet Supervisor will add approximately \$9k (salary and benefits) to the budget for the remainder of 2022.

RECOMMENDATION: Staff recommends that Council adopt Resolution 22-010.