



STAFF REPORT	
SUBJECT: Revisions to the Maintenance Worker Classifications and Addition of a Parks Foreman Classification; Resolution No. 2023-38	MEETING DATE: August 17, 2023
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt Resolution No. 2023-38 revising the Maintenance Worker classifications, adding Parks Maintenance Worker classifications, and adding a Parks Foreman classification.

BACKGROUND/DISCUSSION:

In July, Public Works Director Leyba and Administrative Services Director/City Clerk Swanson met with representatives of the Clearlake Municipal Employees Association (CMEA) to discuss the realignment of the maintenance worker positions as stated in Section 3.3 of the Memorandum of Understanding (MOU). The restructure of the classifications will help improve market equity and recruitability for these positions.

The proposed realignment includes modifying the Maintenance Worker I/II/III and Senior Maintenance Worker positions and adding new classifications for the parks crew workers, and a new classification for a Parks Foreman. The modifications to Maintenance Worker (MW) I/II/III include changing the requirements for the MW II to be the requirements for the MW I, effectively eliminating the current MW I because it is not currently filled. The MW II would then be filled with MW III qualifications. All current MW II employees would be moved to MW I classifications, keeping the same salary range. Also, MW III employees would be moved to MW II classifications, keeping the same salary range.

For the parks crew, the job classifications for Parks MW I/II have been added, along with a Parks Foreman. The Parks Foreman would be the supervisor of the parks crew and would be placed at a Range five percent above the MW II position.

Finally, the Senior Maintenance Worker classification has been modified to require a Class A driver license with a tanker endorsement. Current incumbents of that position who do not possess a Class A license with a tanker endorsement would be given six months to obtain it. In changing this requirement, the MOU will need to be amended at a future meeting to eliminate the stipend for Senior Maintenance Workers with a Class A license.

OPTIONS:

