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Agenda Item

Public Works Supervisor Position Opening

Meeting Date

April 8, 2025

Prepared By

Leaha M. Jackson, City Administrator

Background

Mr. Dunagan has submitted his notice for retirement, with his final day being May 30, 2025. This is an opportune time to evaluate the current job description (attached), make any changes, set the starting pay, and declare the position open.

The Union Contract requires that open positions be offered to union members for five business days and any interviews for qualified candidates be held before being posted to the public. It may work best to authorize staff to begin the posting of the open position as required and, if there is no interest, to advertise to the public for three weeks. We could approve the hire at the June 10th meeting with this schedule.

The current Supervisor's wage is 16.96% higher than the General Maintenance Worker's wage. If the Council wanted to maintain the same margin, the starting wage for the Supervisor would be \$30.68 based on the starting General Maintenance Worker wage. We could list the starting pay range as \$30.50 to \$31.00, depending on experience.

Recommended Action

Declare the Public Works Supervisor position open, set the starting pay, and direct the staff to advertise the position as required.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____