



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, October 12, 2021
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Consider approval of the Building Maintenance Staffing Proposal
Background Information:	<p>Attached for your review and consideration is a redlined copy of the organizational chart for Public Works with a summary of recommended changes.</p> <p>Staff will review this proposal in detail at the meeting.</p> <p>The Council Personnel Committee met on September 28, 2021, and unanimously approved the changes.</p>
Fiscal Impact:	<p>Maintaining the current staffing (pre-City Hall renovation and pre-COVID) level that includes a Building Maintenance Supervisor, a Building Maintenance Worker, and three part-time Building Custodians results in an approximate budget impact of \$243,336.60, including wages and benefits.</p> <p>The proposed staffing arrangement of a Building Maintenance Supervisor, two full-time Building Custodians, and one part-time Building Custodian results in an approximate budget impact of \$237,777.80, including wages and benefits.</p> <p>The above figures were compiled using 2021 wages and benefits and assumed 2,080 work hours for full-time and five hours per week, or 1,300 hours for part-time employment.</p>
Alternative/Variations:	None recommended.
Recommendations:	To approve the amended organizational chart and 2021 Wage Schedule.