COUNCIL AGENDA: August 16, 2005

SUBJECT: CHANGE IN THE TABLE OF ORGANIZATION--PUBLIC WORKS DEPARTMENT/FIELD SERVICES DIVISION

SOURCE: Administration/Human Resources

COMMENT: The Public Works Department is seeking City Council approval of a change in the Table of Organization in the Water Section of the Field Services Division. The action requested is to modify the Position Allocation Schedule in the Employee Pay and Benefit Plan by eliminating one Field Services Worker II position, and increasing the number of Field Services Worker III positions by one. The total number of allocated positions in the Field Services Division would not increase.

The newly created Field Services Worker III position would provide for backflow device annual testing and record maintenance, as well as, assist with the more typical Field Services Worker III duties. This position requires state certification for backflow device testing. Until recently, a backflow-certified Field Services Worker III from the Sewer Collection Section provided this duty for the Water Section; however, this employee has been promoted out of the Field Services Division. The two existing Field Services Worker III positions will continue to lead the crews required for water distribution operations. The fiscal impact will be $3,104.00 annually and can be absorbed within the existing 2005/2006 water fund.

RECOMMENDATION: That the City Council approve the change in the Table of Organization in the Water Section of the Field Services Division; and the modification to the Employee Pay and Benefit Plan Position Allocation Schedule to reflect 24 Field Services Worker II positions and seven Field Services Worker III positions.