

TO: Board of Estimates

FROM: Sarah Olson
HR Analyst

DATE: February 15, 2013

RE: Public Works General Foreperson-Streets

Chris Kelley, Streets Superintendent has requested the deletion of a Streets Public Information Assistant (CG20, Range 11) and the addition of a Public Works General Foreperson (CG18, Range 07) to be filled through an internal competitive process. Upon filling the position, the vacant Streets Public Information Assistant, position #1575, will be deleted to fund the new position.

There has been an inability to adequately maintain Streets Division buildings, grounds and equipment due to the fact that the current responsibilities cannot be performed by a single individual. This Public Works General Foreperson, (working title Maintenance & Repair Coordinator) would work together with the one other Maintenance & Repair Coordinator ensuring building and maintenance coverage at East, West and South Point facilities. An additional Maintenance & Repair Coordinator will enhance the operations of the Streets Division through increased efficiency in maintaining the facilities, grounds and equipment, will facilitate the deployment of Streets Division personnel and equipment under the direction of the Streets Supervisors; and increase ability to respond to snow and ice events and equipment maintenance.

The necessary resolution to implement this recommendation has been drafted.

Editor's Note:

Compensation Group/Range	2013 Annual Minimum (Step 1)	2013 Annual Maximum (Step 5)	2013 Annual Maximum +12% longevity
20/11	41,685	46,660	52,260
18/07	52,622	62,336	69,810

cc: Chris Kelley-Streets Superintendent
Steven Schultz-Streets General Supervisor