

CITY OF MADISON
INTER-DEPARTMENTAL
CORRESPONDENCE

DATE: June 19, 2007

TO: Personnel Board

FROM: Larry Oaks, Human Resources

SUBJECT: **Public Works Maintenance Worker 3**

The management of the Water Utility has determined that it is necessary to enhance water system flushing operations and associated services by adding two additional crews.

Each of these crews will require a new senior maintenance employee who will perform semi-skilled work in maintenance and repair of the municipal water distribution system. An employee in this assignment exercises independent judgment in completion of assigned maintenance duties, which may include leading other employees in system flushing operations, work on valves, valve boxes, curb stops and curb boxes, and hydrants in the water distribution system. Work may include routine inspection and operation of valves, curb stops and hydrants, damage assessment and repair, and system flushing operations, and will also include required work in maintenance and repair of the distribution system. This work is done independently and reviewed by supervising staff (Public Works General Supervisor, Water Utility Field Supervisor) or engineering staff for compliance with maintenance objectives and project goals, as may be required.

This work is consistent with the existing class of "Public Works Maintenance Worker 3," in Compensation Group 16, Range 11—a class characterized by advanced-level public works maintenance and repair work. It is also consistent with the current staffing of directly parallel crew operations.

These two new positions will be funded in large part through the deletion of two (2) vacant position of Public Works Maintenance Worker 1's (#3237 and #3806) in Compensation Group 16, Range 08.

I have prepared the necessary resolution to implement this recommendation. The new positions will be filled competitively.

LO:13

cc: Dan Rodefeld, Water Utility

| Compensation Group/Range | 2007 Annual Minimum (Step 1) | 2007 Annual Maximum (Step 5) | 2007 Annual Maximum (w/Longevity) |
|--------------------------|------------------------------|------------------------------|-----------------------------------|
| 16/08 | 36,548 | 41,088 | 46,020 |
| 16/11 | 39,967 | 44,571 | 49,920 |