



## Council Agenda Report

**From:** Dick McKinley, Public Works Director

**Subject:** Reclassifying a Vacant Wastewater Maintenance Specialist II to a Technical Supervisor I

**Date:** April 18, 2017

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### Facts

1. The Wastewater operation is conceptually very similar to the potable Water operation: each has a treatment plant, pump stations, and a system of pipes. The construction of the new treatment plants for both systems has resulted in a need to separate the operations into two functions – plants and collection/distribution systems.
2. In the 2017-18 budget, the Water Division was granted approval to add a Technical Supervisor I to oversee the distribution system, freeing the Chief Plant Operator to be able to devote full attention to efficiently and effectively operating and maintaining the plant. The Wastewater collection system requires certifications and special training that is different from the certifications and training required for the treatment plant. It would be very difficult for one person to oversee both parts of the Wastewater Division, and to maintain the proper certifications and training.
3. Thus, the Wastewater Division needs to make the same change that the Water system did earlier this year, with the exception, that Wastewater is requesting to reclassify a vacant position rather than add a new position.
4. This reclassified position would supervise all of the Collections staff, and would report directly to the Wastewater Manager. This position would be a Technical Supervisor I while the Chief Plant Operator is a Technical Supervisor II.

### Options

1. Do nothing – do not reclassify the vacant Maintenance Specialist II position;
2. Authorize the reclassification of the vacant Maintenance Specialist II position in Wastewater to a Technical Supervisor I (Collections Supervisor); or,
3. Amend or modify Option 2 above.

### Analysis and Conclusions

Option 1 represents the current condition, and would leave the Chief Plant Operator in charge of daily operations for both the treatment plant and the collection system. With the new plant, this has proven to be highly problematic.

Option 2 would resolve this situation in the same way as it was resolved in Water – by creating a Technical Supervisor I. In this case, the request is to reclassify a vacant position rather than to add a position, so it is a lower fiscal impact. The Technical Supervisor I model has been highly successful in Water and we expect that it would be similarly successful in Wastewater.

### Fiscal Impact

Reclassification of an existing Maintenance Specialist II position into Collections Supervisor will have a small fiscal impact. The present, fully loaded cost (salary plus benefits) of a Maintenance Specialist II is \$84,324 per year. The fully loaded cost of a Technical Supervisor I is \$122,640 per year. The annual increase in cost for this change would be \$38,316. There will be some small offsetting cost reductions,

such as less training to have people up to date in both the treatment plant functions and the collection system functions. The Wastewater fund is the City's largest enterprise fund and can absorb this additional cost within the FY 2017-18 budget.

**Recommendation**

Authorize the reclassification of the vacant Maintenance Specialist II position to a Technical Supervisor I position (Wastewater Collections Supervisor). No budget adjustment is needed, as there are sufficient funds in the 2017-18 Wastewater Fund budget.

**Attachments**

None