

AGENDA REPORT



Meeting Date: December 18, 2018
Agenda Item # 10
City Manager Approval: *RLC*

TO: Honorable Mayor and Members of the City Council

FROM: Robin Kampmann, Public Works Director

SUBJECT: Streets Department Staffing Update

RECOMMENDED COUNCIL ACTION:

The City Council direct the staff and the budget committee to explore the option of hiring an additional employee for the Streets Department during the budget committee meetings for the FY19/20 budget.

SUMMARY:

As requested in previous council meetings City Staff has reviewed the limitations on project work that can legally be performed by the Public Works Staff, specifically the Streets Department, and has provided a summary below. In addition, City Staff have reviewed the existing staffing of the streets department and the cost to the City to hire an additional new streets employee.

PREVIOUS COUNCIL ACTION:

The City Council approved the 2018/2019 Budget on March 20, 2018. On recommendation of the Budget Committee, the Council adopted the current Public Works – Streets Department staffing level.

DISCUSSION:

Per Public Contracts Code Section 20162, when the expenditure required for a public project exceeds five thousand dollars (\$5,000), it shall be contracted for and let to the lowest responsible bidder after notice. It shall be unlawful to split or separate into smaller work orders or projects any public work project for the purpose of evading the provisions of this article requiring public work to be done by contract after competitive bidding.

History of Public Works, Streets Department Employees:

- FY15-16:
 - 1 Lead Worker, 2 Senior Workers, 2 Workers all paid for with Transportation Funding.
 - 1 Supervisor paid for by Comm. Ctr., Parks, Rec.
 - (6 Employees)

****The City of Red Bluff is an Equal Opportunity Provider****

- FY 16-17:
 - 1 Lead Worker, 2 Senior Workers, 2 Workers paid for 80% with Transportation Funding, 20% General Funding.
 - 1 Supervisor paid for by Comm. Ctr., Parks, Rec.
 - (6 Employees)

- FY 17-18:
 - 1 Lead Worker, 2 Senior Workers, 2 Workers paid for 80% with Transportation Funding, 20% General Funding.
 - 1 Supervisor paid for by 10% Parks, 90% General Funding
 - 1 Worker paid for by 100% General Funding
 - (7 Employees)

- FY 18-19:
 - 1 Lead Worker, 4 Senior Workers, 1 Worker paid for 75% with Transportation Funding, 25% General Funding.
 - 1 Supervisor paid for by 10% Parks, 90% General Funding
 - (7 Employees)

The hiring of one additional street department employee would cost approximately \$68,200 annually and would need to be paid from the general fund.

Staff recommends that the addition of a Streets' Department employee be explored by the Budget Committee during the review of the FY 19-20 budget.

CITY FISCAL IMPACT:

None until or unless staffing levels are increased.