

department. The departments' overall goal is to become more proactive and less reactive to the needs of the Town and the community. This position is intended to fill the gaps between the Director and other Public Works staff. One of the primary goals is to allow the Director and Assistant Public Works Director to be less involved in daily operational tasks, freeing up time for other critical, management-level work.

The second vacant position will be kept as a Maintenance Worker II level and staff will recruit to fill both positions.

The Public Works Manager is proposed as an FLSA exempt position (not eligible for overtime) with a 40-hour work week. The salary range for the position is from \$8,342 to \$10,242 monthly and will follow salary adjustments for the non-represented group.

If the reorganization is approved, the consulting firm agreement will be terminated.

The goal of the Finance & Administrative Services Director is to post the open position soon after it is approved to have an individual be ready to start early in the 2022-2023 fiscal year.

FISCAL IMPACT

The full cost of the Public Works Manager position being proposed is \$143,542-\$169,790 annually which includes all benefits. This position would replace the existing Maintenance Worker I position, which has a full cost of \$83,080-\$96,218 annually. The increase to the Town in creating the Manager position is between \$60,000-\$73,000. Staff expects to see savings once the third workers' comp case is cleared. Staff will bring a separate staff report once the case is cleared.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's discussion of this item is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

Attachment #1: Resolution with Job Description as Exhibit A

Attachment #2: Resolution No. _____, A Resolution Revising Resolution # _____ to Establish Salaries and Benefits for Management Employees Effective July 1, 2022