



City of Grand Island

Tuesday, November 14, 2017

Council Session

Item G-22

**#2017-326 - Approving FTE Title Change from Public Works
CADD Operator to Public Works Engineering Technician for the
Engineering Division of the Public Works Department**

Staff Contact: John Collins, P.E. - Public Works Director

Council Agenda Memo

From: Keith Kurz PE, Assistant Public Works Director

Meeting: November 14, 2017

Subject: Consideration of Approving FTE Title Change from Public Works CADD Operator to Public Works Engineering Technician for the Engineering Division of the Public Works Department

Presenter(s): John Collins PE, Public Works Director

Background

The City Council approves a FTE schedule annually as part of the City Budget process. This schedule specifies the number and titles of positions that are approved to be filled during the budget year. A Salary Ordinance is then brought forward for Council approval to specify the wages that will be paid for the positions that have been approved.

Discussion

The Public Works Department is requesting to move the CADD Operator FTE to an Engineering Technician FTE to allow for more flexibility in duties assigned to the employee. This position is currently unfilled.

The current CADD Operator description limits the field work this position is expected to perform. With the increasing number of projects the department is working on the Engineering Technician description allows for more versatility in the position by performing an array of duties both inside and outside the office. Such title change will not increase the already approved FTE schedule with the Engineering Division of the Public Works Department, nor will it impact the approved 2017/2018 budget in a negative manner. The Engineering Technician salary range at \$21.68-\$30.58 per hour is less than the CADD Operator salary range of \$21.74-\$31.26 per hour.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve the FTE title change from Public Works CADD Operator to Public Works Engineering Technician for the Engineering Division of the Public Works Department.

Sample Motion

Move to approve the resolution.

RESOLUTION 2017-326

WHEREAS, the City approves the FTE's for each department as part of the budget process; and

WHEREAS, an amendment is required to allow changes to be made to the FTE schedule; and

WHEREAS, the Public Works Department has requested to reallocate one FTE from the Public Works CADD Operator to the Public Works Engineering Technician.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the Mayor is hereby authorized to execute the FTE Amendment.

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Adopted by the City Council of the City of Grand Island, Nebraska, November 14, 2017.

Jeremy L. Jensen, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☒ _____
November 9, 2017	☒ City Attorney