



Staff Report

October 1, 2018 Council Workshop

Engineering Staff Reclassifications

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INTRODUCTION/PURPOSE/SUMMARY: Staff has updated Council multiple times over the last couple of years, most recently during the Level of Service presentations, regarding the workload within the Engineering Division of Public Works and the need for additional staff support. The work load in the Engineering Division is such that there is a need for additional engineering support in the office to complete plan reviews and designs, and in the field to help complete and oversee construction inspection. The Engineering Division currently has two staff members that have both been working for the City of Camas as Engineering Technicians for over four years. Each of them has their Engineer-In-Training Certificate and anticipate sitting for their Professional Engineering examination within the next year. To increase levels of service in Engineering, staff is proposing to reclassify these two Engineering Technicians to the level of an Engineer I.

Additionally, as previously discussed with Council and approved with the 2018 Spring Omnibus, within the last 6 months the City has hired an additional Engineering Technician and is currently in the process of hiring a Senior Engineering Technician, both of which will be used to complete field inspections. The addition of these positions will facilitate use of the two new Engineer I positions to complete higher level work while still meeting the construction inspection needs.

Staff will bring the proposed Job Roster Changes to the City Council for consideration at the October 15th Regular Meeting to reclassify the two Engineering Technician positions to Engineer I.

BUDGET IMPACT: The Engineering Division has experienced significant savings from vacant positions throughout 2018, and as such, there is not anticipated to be any impact to the 2018 Budget as a result of reclassifying the two Engineering Technicians to an Engineer I level. It is anticipated the two positions would be included in the Baseline Budget as Engineer I positions in the 2019/2020 Biennium Budget. Revenues to support these positions comes from development review fees and the General Fund.

RECOMMENDATION/RECOMMENDED ACTION/ACTION REQUESTED: This item will be placed on the October 15, 2018 Regular Meeting Agenda for Council's consideration.