

To: Mayor Taylor and the City Council
Fr: Ron Chandler
Dt: January 23, 2014
Re: Public Works Department – Mechanic II Position

During last year's budget meetings the staff requested changing the Mechanic II position from part-time to full-time. This would have created three full-time positions, (Mechanic Supervisor, Mechanic II and Mechanic I) instead of the 2.5 positions we had at the time (Mechanic Supervisor – full-time, Mechanic II – part-time and Mechanic I – full-time). This recommendation was based on the assumption that we could not find a part-time person who had the skills necessary to perform the Mechanic II duties. At that time we also discussed promoting an employee into the Mechanic II position thereby making it full-time and turning the Mechanic I position into a part-time position. This was based on the assumption that we can more easily find a part-time Mechanic I employee. I was informed that we did not have an employee with the skills necessary to perform the Mechanic II duties.

The funding for the Mechanic II position was eliminated when the budget was adopted.

When Craig Giles, our Public Works Director, was hired I asked him to evaluate these assumptions and compare our costs with private mechanics. He found that our costs are competitive, it is easier to hire a part-time Mechanic I employee and our current Mechanic I employee does indeed have the skills necessary to perform the Mechanic II duties.

We are asking that you approve changing the Mechanic II position into a full-time position and changing the Mechanic I position into a part-time position. We also do not plan to fill the part-time Mechanic I position until next fiscal year. This request will not increase the motor pool budget.