City of Brookings

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Legislation Text

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Discussion on Public Works Department Establishment.

Summary:
At the September 13th meeting, City Council requested the establishment of a Public Works Department as a Study Session topic. Included within the packet is an updated organizational chart with employee counts, access to the American Public Works Association and International City Managers Association resources, job postings, peer city organizational charts and Public Works structures.

The City Manager is recommending a reorganization with the establishment of a Public Works Department to develop a more cohesive department with coordinated efforts of services for the community. The department would contain the functions of engineering, stormwater, airport, snow removal, mosquito control, street maintenance, fleet, landfill and refuse collection. This recommendation does not add any new employees and has no impact on the General Fund. The restructuring allows for a future savings in salaries with less departments/directors.

Background:
The City of Brookings currently has fifteen (15) direct departments, directors or divisions which report to the City Manager. The existing organizational chart is attached to this memo. The current structure does not allow for effective and efficient management. When open positions occur, staff is tasked with determining the greatest use of operational resources. The current structure has been in place since 2000 with the exception of the Community Development Department addition. No legislative action was taken formally to incorporate this department.

Fiscal Impact:
There is no impact to the General Fund and no additional full time equivalents (FTE) necessary. Any salary augmentation for the Public Works Directors salary will be compensated from the Solid Waste Enterprise fund.

Attachments:
Memo
Existing Organizational Chart with FTE Count
Proposed Organizational Chart with FTE Count
APWA/ICMA Resources
Draft Job Posting
Ordinance