



**BACKGROUND PAPER FOR PROPOSED
ORDINANCE**

COUNCIL MEETING DATE: September 12, 2022

TO: President Heather Graham and Members of City Council

CC: Mayor Nicholas A. Gradisar

VIA: Marisa Stoller, City Clerk

FROM: Mayor Nicholas A. Gradisar
Laura Solano, Chief of Staff
Andrew Hayes, Public Works Director
Marisa Pacheco, Human Resources Director

SUBJECT: AN ORDINANCE AMENDING THE FISCAL YEAR 2022 STAFFING ORDINANCE BY ADDING ONE (1) FULL-TIME STORMWATER ENGINEERING MANAGER POSITION TO THE AUTHORIZED STAFFING OF THE STORMWATER DEPARTMENT AS PART OF A REORGANIZATION

SUMMARY:

A review of ways to enhance operational efficiency has been underway connected to community development activities within the Public Works and Stormwater Departments. Some of those changes were brought to City Council over the last few months in the forms of adding development specific positions.

The review has extended to other operational areas to include engineering, project management, maintenance, and infrastructure support activities occurring in Public Works and Stormwater. There are unique opportunities to reduce silos and maximize resources in support of both Public Works and Stormwater missions and a reorganization plan has been developed to implement these changes. This reorganization will include changes in reporting structure and several staffing changes.

This ordinance is designed to accomplish the desired staffing change associated with the reorganization which is adding the new position of Stormwater Engineering Manager.

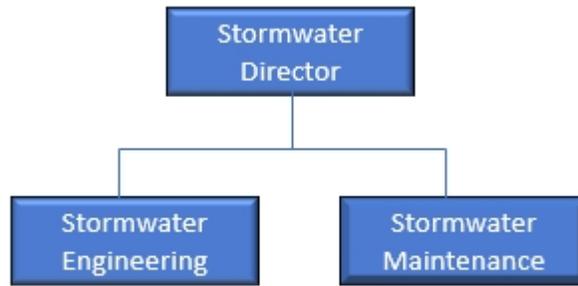
PREVIOUS COUNCIL ACTION:

On December 28, 2021, Ordinance No. 10085 was approved by City Council. This Ordinance provided authorized staffing for Fiscal Year 2022.

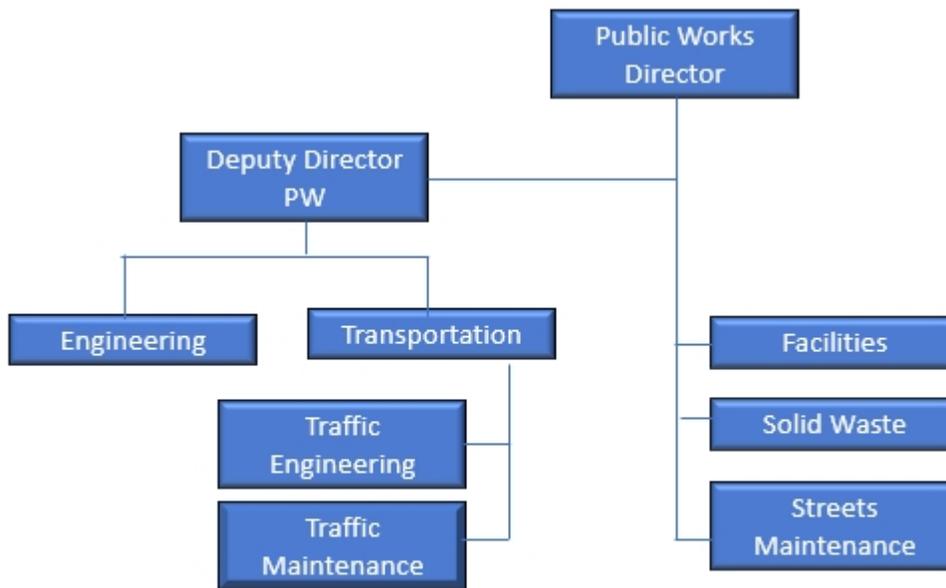
BACKGROUND:

The missions of the Stormwater and Public Works departments, while different, do share many of the same elements and overall objectives. The functions within each are overlapping in many respects and over the last year, it has become apparent that there is an opportunity to reorganize both departments in order to streamline and enhance both the efficiency and efficacy of services.

Current Organizational/Functional Chart – Stormwater



Current Organizational/Functional Chart – Public Works



Reorganization and Reporting Changes

The reorganization will include several key changes which will facilitate more efficient service delivery and work organization:

Engineering

- Move the Stormwater engineering, inspection, and compliance functions under the newly established Stormwater Engineering Manager position reporting to the Deputy Director of Public Works.
- This reorganization will facilitate a consolidated engineering group of Transportation Engineering (managed by the Traffic Engineer), Public Works Engineering (managed by the Engineering Manager) and Stormwater Engineering (managed by the Stormwater Engineering Manager). While these areas are specialized, they also closely coordinate

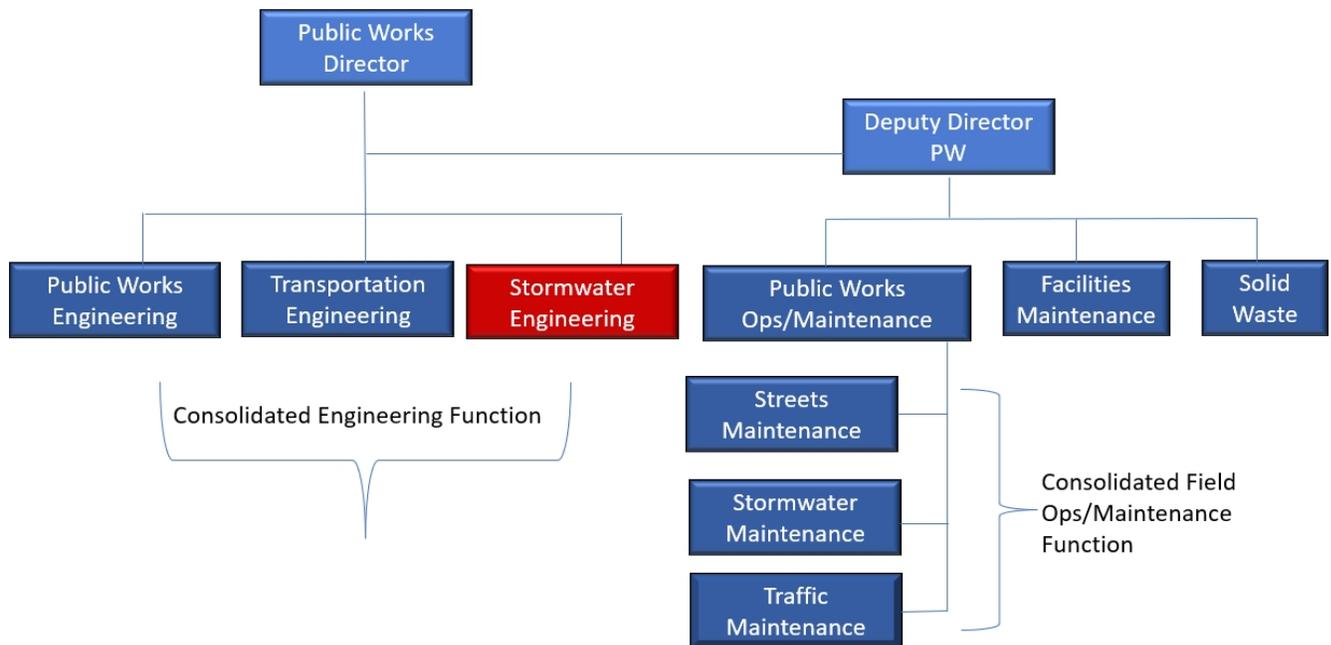
on a variety of complex project management activities, and this change will facilitate a more streamlined and collaborative approach.

Maintenance

- Move field operation/maintenance functions and staff of Streets, Traffic and Stormwater under the supervision of the Deputy Director of Public Works.

Stormwater Enterprise funding will still be used to cover the costs associated with all current staff positions assigned to Stormwater and the newly created Stormwater Engineering Manager. Specific project accounting practices will be implemented to maintain the appropriate financial separation between Stormwater and Public Works projects, equipment and staff which occurs presently.

Below is the organization/functional chart following the implementation of the reorganization plan



underway, centralized oversight and close coordination will allow for the most efficient project management, delivered engineering services and better coordinated and effective deployment of field and maintenance staff and resources.

Staffing Changes

1. Public Works Director assumes Stormwater Director Duties

Consolidating Stormwater operations under the director level leadership of the Public Works Director means that having two directors is redundant. Combining departments under one director is allowable under City Charter Section 4-7 which states, “two or more departments may be headed by the same individual...” This staffing arrangement

was in place for many years in the past where the Public Works Director served as the director over both functional areas.

Therefore, this ordinance proposes that the duties, authorities, and functions associated with the Stormwater Director be performed by the Public Works Director. This change will streamline coordination on major initiatives and projects that cross both departments and will centralize oversight. The position of Stormwater Director will be retained, vacant and unfunded as there is specific authority within the code of ordinances associated with the role that must be preserved in order for the Public Works Director to execute stormwater leadership duties.

2. Establish new position of Stormwater Engineering Manager.

Strong, focused engineering management within the Stormwater function remains mission critical. Therefore, a Stormwater Engineering Manager (equivalent to the Engineering Manager in Public Works) is a proposed new position. This position will provide management of the professional engineering, permit compliance and inspections staff assigned to Stormwater and will provide the high-level technical engineering oversight necessary. The funding associated with the Stormwater Director position will be reallocated to fund this position.

In summary, this ordinance creates one new position, the Stormwater Engineering Manager.

FINANCIAL IMPLICATIONS:

The staffing change in the Stormwater Department results in an estimated annual savings of \$5,297, as the funding from the Director level position would be used to fund the newly established Stormwater Engineering Manager position.

<u>Cost Summary</u>	<u>Fund</u>	<u>Annual Cost Savings</u>
Stormwater Director	EF	(\$150,676)
Stormwater Engineering Manager	EF	\$145,379
	Total	(\$5,297)

BOARD/COMMISSION RECOMMENDATION:

Not Applicable.

STAKEHOLDER PROCESS:

Not Applicable.

ALTERNATIVES:

The no action alternative would be to retain current staffing levels and classifications. The suggested change represents a more efficient and effective way to accomplish the objectives of the Stormwater and Public Works Departments and will facilitate the reorganization of the two departments.

RECOMMENDATION:

Approval of the Ordinance.

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WHEREAS, it is necessary to revise the positions for the ultimate efficiency and functionality for delivering public works and stormwater services to the community; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF PUEBLO, that: (brackets indicate matter being deleted, underscore indicates matter being added)

SECTION 1.

The following section captioned "Stormwater", and of Ordinance No. 10085, being the 2022 Staffing Ordinance, are amended as follows:

<u>Stormwater</u>	
Director of Stormwater	1
<u>Stormwater Engineering Manager</u>	<u>1</u>
Stormwater Coordinator	1
Stormwater Utility Maintenance Supervisor	1
MS4 Permit Coordinator	1
Civil Engineer/ Drainage	1
Associate Engineer II Stormwater	1
Associate Engineer I Stormwater	2
Permit Compliance Specialist - SW	1
Inspector/Stormwater	1
Stormwater Crew Leader	1
Equipment Operator IV	3
Equipment Operator II	4
Utility Worker/Equipment Operator I	4
Administrative Technician	1
Total	[23] <u>24</u>

SECTION 2.

The officers and staff of the City are authorized to perform any and all acts consistent with the intent of this Ordinance to implement and transactions described therein.

SECTION 3.

This Ordinance shall be deemed to amend the Fiscal Year 2022 Budget and staffing with respect to the number and allocation of positions within the Stormwater Department and shall become effective on the date of final action by the Mayor and City Council.

Action by City Council:

Introduced and initial adoption of Ordinance by City Council on _____.

Final adoption of Ordinance by City Council on _____.

President of City Council

Action by the Mayor:

Approved on _____.

Disapproved on _____ based on the following objections:

Mayor

Action by City Council After Disapproval by the Mayor:

Council did not act to override the Mayor's veto.

Ordinance re-adopted on a vote of _____, on _____.

Council action on _____ failed to override the Mayor's veto.

President of City Council

ATTEST

City Clerk