
Human Resources Department

Memorandum

To: Chairperson Konezke and Human Resources Committee

From: Sandy Matz, Human Resources Director 

CC: Common Council

RE: Request to change the Department of Public Works table of organization

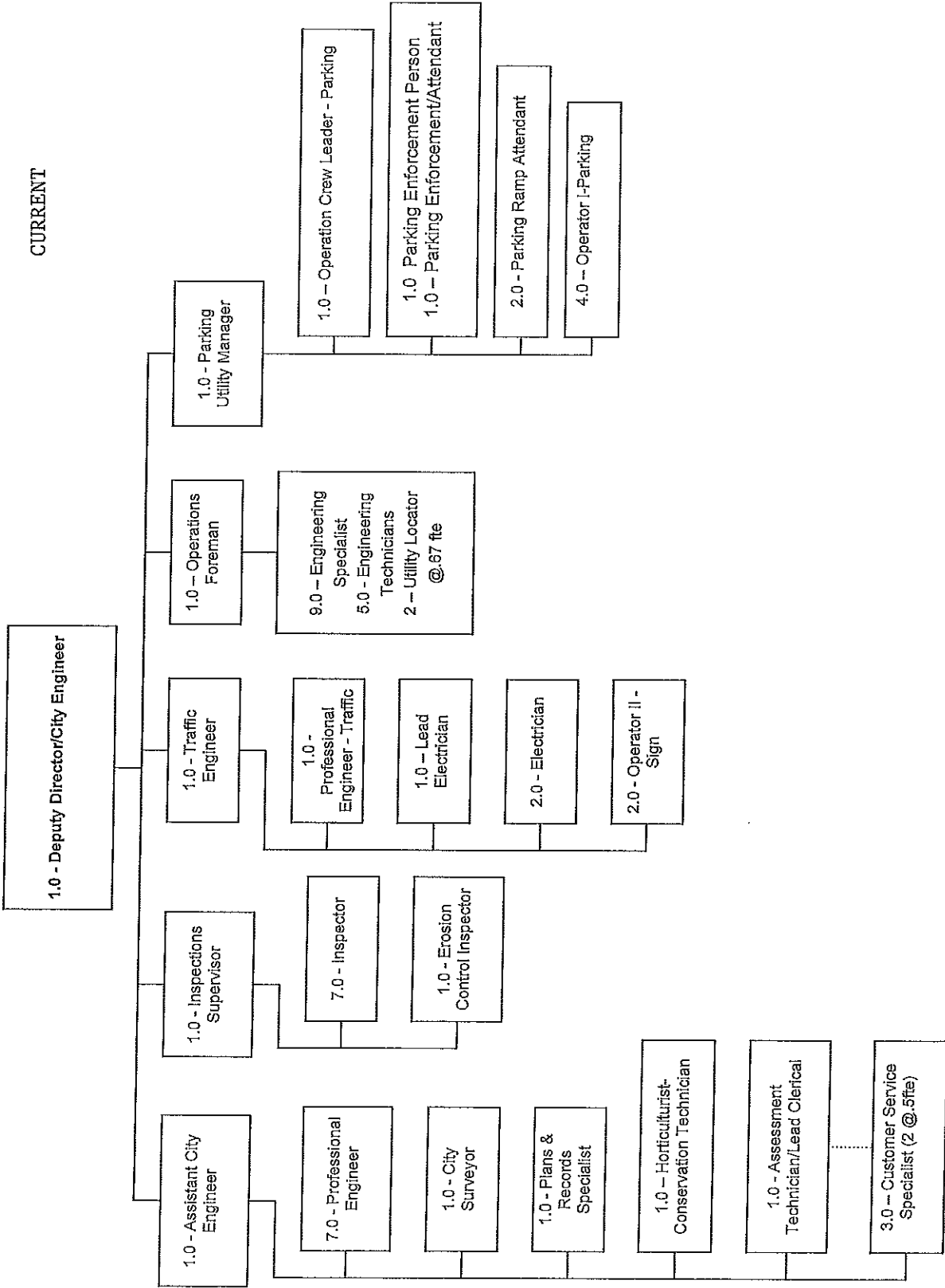
The current table of organization for the Department of Public Works shows that the department is authorized to have a total of 8 Professional Engineers. (7 under the Assistant City Engineer and 1 under the Traffic Engineer), 9 Engineering Specialists and 5 Engineering Technicians. We are requesting approval to modify the table of organization to reflect a total of 8 Professional/Civil Engineers and 14 Engineering Specialist/Technicians.

The reason for this request is to allow for more flexibility on the table of organization without needing to obtain Council approval each time an employee progresses through the engineering career development program.

The Department has had a long- standing practice of moving employees through a career development program for Engineers and Engineering Technicians. This program has been beneficial to not only the department and the organization but to employees by allowing growth and pay advancement when certain milestones are obtained. Titles for these positions and pay grades changed when the City adopted the new compensation plan. It wasn't until recently, that we discovered the table of organization with the new titles doesn't really allow for the same flexibility that used to exist. This was an oversight when the new plan was adopted.

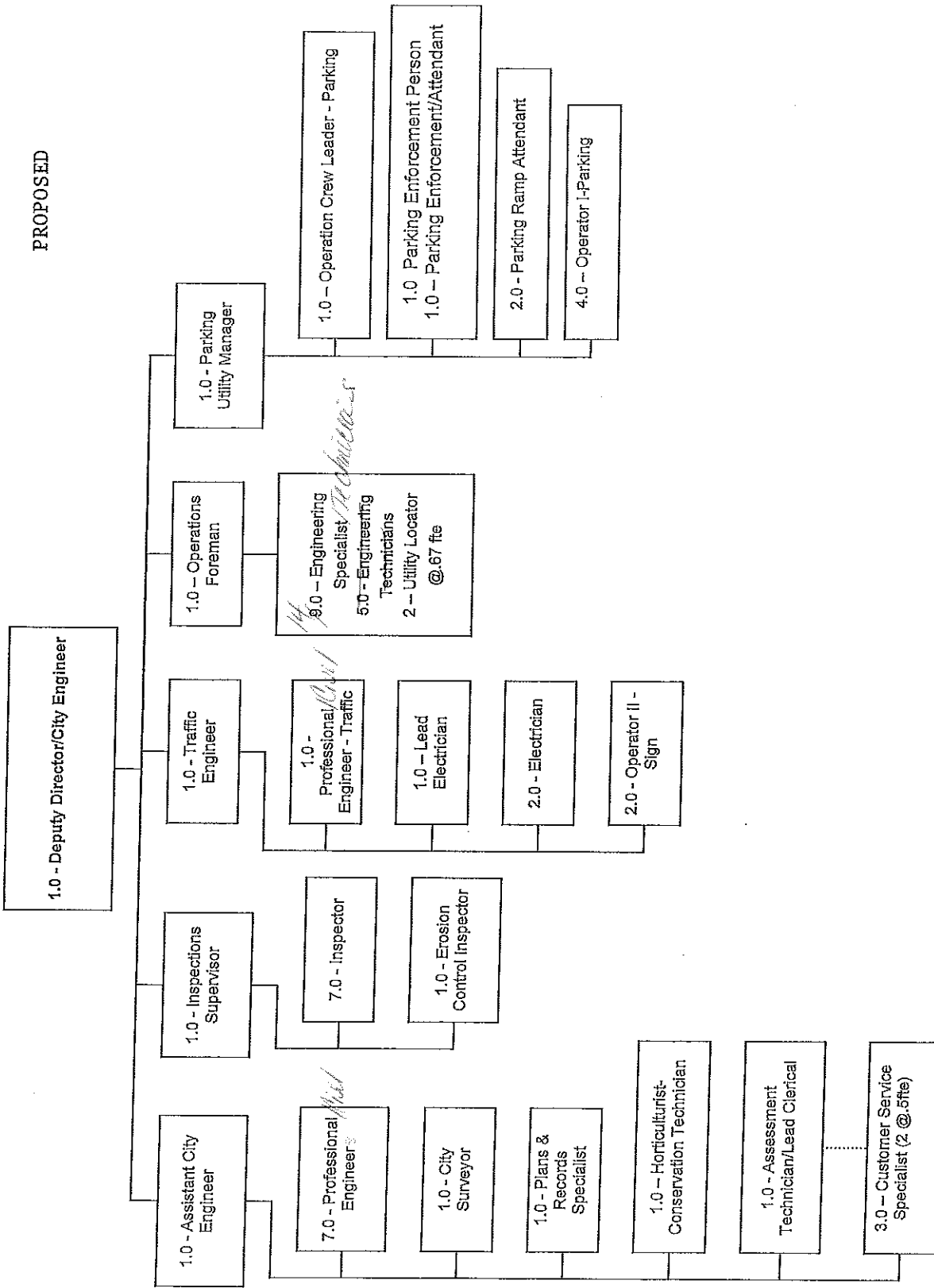
I have attached a copy of the current and proposed tables of organization.

CURRENT



Approved 8/2/17

PROPOSED



Approved 8/2/17