

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 11/26/07		Item Number: <u>A-11</u>	
AGENDA ITEM: Approval of the Revised Classification Specification for Subdrain Worker.			
Contact Person/Dept.: Mary Ortiz		Phone Number: 310-253-5650	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master Notification List (11/21/2007), Culver City Employees Association on November 21, 2007			
Department Approval: Serena Wright (11/16/07)		City Attorney Approval: Carol Schwab (by H. Iker) (11/20/07)	
Fiscal Impact Review: Marlee Chang (by N. Kimball)(11/20/07)		City Manager Approval: Jerry B. Fulwood (11/21/2007)	
<u>RECOMMENDATION</u> Staff recommends the City Council approve the revised classification specification for Subdrain Worker. <u>BACKGROUND</u> The Public Works Department requested a recruitment be conducted to fill a vacancy in the Subdrain Worker classification. The request provided the Human Resources Department staff with the opportunity to review the existing classification specification to determine if it still depicted the needs of the position accurately and was in compliance with state law. <u>DISCUSSION</u> The classification specification for Subdrain Worker has been revised to include the addition of a tanker endorsement certificate to Licenses and Certificates, as required by state law given the fact that incumbents in this position are required to drive a tank vehicle. Training and Experience has also been revised to include a high school graduation or equivalent. The Civil Service Commission approved the revised classification specification for Subdrain Worker (Attachment 1) at the October 3, 2007 meeting. Minutes from that meeting are attached (Attachment 2).			

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FISCAL ANALYSIS

There are no additional costs associated with the approval of this revised classification specification.

ATTACHMENTS

1. Revised Classification Specification for Subdrain Worker
2. Approved Meeting Minutes for Civil Service Commission dated 11/07/07

MOTION

That the City Council:

Approve the revised classification specification for Subdrain Worker.