

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 11/26/07		Item Number: <u>A-10</u>	
AGENDA ITEM: Approval of the Revised Classification Specification for Sewage Lift Station 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 (11/20/2007)		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 Sewage Lift Station Worker. <u>BACKGROUND</u> Through the budget process for Fiscal Year 2007-2008, the Public Works Department proposed to upgrade the Sewage Lift Station Worker classification to include a greater degree of technical expertise. <u>DISCUSSION</u> The classification specification for sewage lift station worker has been revised to reflect the needs of the department. The department needs positions in this classification to be able to perform skilled work in the installation, maintenance, and repair of pumps, mechanical equipment, electrical control valves, and electronic instrumentation associated with the wastewater collection systems. The following significant changes have been made to the classification specification: • The change in class title from Sewage Lift Station Worker to Sewer Lift Station Electro-Mechanic reflects the greater degree of technical expertise now required of the position and provides a better description of the nature of the duties of the position.			

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- Essential duties have been revised to refer to the specific type of wastewater collection system that is used, supervisory control & data acquisition system (SCDAS), and to specify that this position must respond on short notice to emergency calls from the system.
- Knowledge, skills and ability have been revised to include knowledge of electrical maintenance record keeping systems and the skill and ability to inspect, clean and perform preventive maintenance on electrical equipment.
- License and certificates have been revised to replace possession of a Class C driver's license with a Class B driver's license and to reference the desirability of a Water Distribution Operator Grade D3 certificate issued by the California Department of Public Health.
- Training and experience has been revised to include a high school graduation or equivalent and to increase the years of experience from two (2) years to four (4) years, a level of experience that is consistent with positions that have this degree of responsibility and technical expertise.

The Civil Service Commission approved the revised classification specification for Sewage Lift Station Worker (Attachment 1) at the October 3, 2007 meeting. Minutes of that meeting are attached. (Attachment 2).

FISCAL ANALYSIS

City Council approved a salary adjustment for this position during the FY 2007/2008 budget, and funds for the position are included in the adopted budget at the following salary range:

Range 435: \$3,772 - \$4,599 monthly \$45,273 - \$55,196 annually

ATTACHMENTS

1. Revised Classification Specification for Sewage Lift Station Worker
2. Draft of Meeting Minutes for Civil Service Commission dated 11/07/07

MOTION

That the City Council:

Approve the revised classification specification for Sewage Lift Station Worker.