



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M. Chesley, P.E., General Services Director
DATE: June 25, 2020
SUBJECT: Position Reclassification – Public Properties Division

Recommendation

It is requested and recommended that the City Council approve the reclassification of the current Maintenance Aide position within Public Properties Division to a Laborer - Truck Driver position.

Background

A long-time employee of the Public Properties Division is scheduled to retire on 31 August 2020. After a thorough review of the staffing requirements of the division, the department believes that the needs of this workgroup would be more aptly served by the skillset demanded by the Laborer - Truck Driver position.

Discussion

Further pending retirements will likely reduce the number of the Division's Commercial Driver's License holders over the next few years. This change will ensure that we have the staffing redundancy needed for the timely removal of snow at the Airport during the anticipated gaps. Additionally, we anticipate the increase in the requisite skill level will benefit us as we look to increase our grounds and exterior maintenance services utilizing the specialized equipment deployed over the last several years. Reclassifying the Maintenance Aide position (Labor Grade 8) to a Laborer – Truck Driver position (Labor Grade 10) will not have an adverse impact on anticipated budgets as the incumbent employee is at the top step of the pay scale.

cc: Thomas J. Aspell Jr., City Manager
Jennifer Johnston, Director of Human Resources and Labor Relations