

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Public Works  
Department**

711 W. Cinnamon Drive  
Lemoore, CA 93245  
Phone (559) 924-6740  
Fax (559) 924-6708

## Staff Report

ITEM NO. 2-7

**To: Lemoore City Council**  
**From: Joe Simonson, Interim Public Works Director**  
**Date: August 18, 2015 Meeting Date: September 1, 2015**  
**Subject: Budget Amendment – Refuse Department Additional Positions**

---

**Proposed Motion:**

Approve a budget amendment to allow the transition of two part-time Refuse Maintenance Worker I positions to two full-time Refuse Maintenance Worker I positions at an additional cost of \$45,700 to the refuse enterprise fund.

**Subject/Discussion:**

There are currently nine full-time Refuse Division employees. The Division is broken down as follows:

- Superintendent (1)
- Refuse Maintenance Coordinator (1)
- Maintenance Worker (I/II) (7)
  - 3 of 7 allocated to residential recycling and refuse service
  - Remaining 2 of 7 allocated to commercial
  - Streetsweeper (1)
  - Fabricator/Welder (1)

The Refuse Division currently uses temporary part-time employees to assist with the commercial routes. Due to State and Federal changes in benefit requirements, the cost to hire part-time versus full-time staff is becoming less beneficial to employers. Part-time positions requiring a Class B License are difficult to recruit and retain and are limited to 999 hours of work in a year and must also work less than 35 hours per week. If these limits are exceeded the employer would be required to enroll the employee in retirement and health benefits. There is a cost to hire and train the part-time employees. However, once the part-time employees are hired and trained, they often leave City employment when other full-time or higher paid positions become available. Accordingly, the City not only loses the employee, but also the money and time associated with training the employee.

By bringing the two part-time positions to full-time, the Refuse Division will have the ability to provide enhanced coverage and cross-train commercial drivers for residential routes.

The certified welder repairs dumpster bins; however, the majority of his time is utilized on either the residential or commercial routes due to lack of coverage. Commercial

drivers are also responsible for the daily clean-up of the City's recycle and e-waste area located at the Cinnamon Municipal Complex.

Modifying the part-time to full-time employees would allow time for cross-training, cleaning and painting of dumpsters, assistance with the delivery and/or repair of cans to residential customers.

After complying with any labor union requirements, the Refuse Division will be fully staffed based on the City's current number of customers. The residential route currently has approximately 915 stops per driver per day. The City has been averaging about 70 new homes per year at the current growth rate. At this rate of growth, staff anticipates another driver may be needed in approximately 18 months to maintain the new level of service. The Naval Air Station expansion may expedite this time table.

With the transition of part-time employees to full-time staff, part-time employee costs will be eliminated.

**Financial Consideration(s):**

Increase of \$45,700 in Personnel Salaries and Benefits that will be funded through the Refuse Enterprise Fund.

**Alternatives or Pros/Cons:**

A fully staffed department will allow the routes to run more efficiently along with cross training for both commercial and residential routes.

**Commission/Board Recommendation:**

Not Applicable.

**Staff Recommendation:**

Staff recommends the addition of two full-time Maintenance Worker I positions in the Refuse Division budget.

**Attachments:**

- Resolution
- Ordinance
- Map
- Other \_\_\_\_\_

**Review:**

- |   |         |
|---|---------|
| <input checked="" type="checkbox"/> Finance       | 8/26/15 |
| <input checked="" type="checkbox"/> City Attorney | 8/27/15 |
| <input checked="" type="checkbox"/> City Manager  | 8/25/15 |
| <input checked="" type="checkbox"/> City Clerk    | 8/28/15 |

**Date:**