



CITY OF HUNTINGTON PARK

Public Works Department
City Council Agenda Report

May 18, 2021

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF FISCAL YEAR 2020-21 PUBLIC WORKS DEPARTMENT POST-PANDEMIC AMENDMENTS TO PERSONNEL POSITIONS

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve changes to the Public Works Department personnel positions for Fiscal Year 2020-2021 as outlined in this staff report.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Since the pandemic and in response to COVID-19, there was a hiring freeze of key Public Works personnel. Public Works staff oversees and maintains the City's infrastructure and public facilities and ensure that these assets operate and perform at an acceptable standard efficiency. Public Works staff must continue to provide services during a recession and in some respects, the demand for services has grown to greater heights during these difficult times. Personnel must continue to meet obligations as set and prioritized by Federal, State and County mandates regardless of our fiscal capacity. That is, whatever the outcome of COVID-19, Public Works must continue to meet core responsibilities as delegated by regulatory agencies. These are the essential services that help keep people healthy and safe. Duties include, though are not limited to picking up bulky items (illegal and legal), cleaning and removing graffiti, keeping the downtown business district boulevard clean, maintaining streetlight and traffic signal and other electrical components fully operational, meeting water and wastewater demands, and ensuring safe crossings at signalized and unsignalized intersections.

The construction of the Greenway Linear Park project, the inclusion of an aquatics center and the future addition of light rail will exponentially increase the need for Public Works personnel to help maintain the City's infrastructure. Public Works continues to do more with less resources and this is through the ingenuity of staff and its capacity to strive to enhance the community. Expanding staffing levels, particularly during this period is vital

CONSIDERATION AND APPROVAL OF FISCAL YEAR 2020-21 PUBLIC WORKS DEPARTMENT POST-PANDEMIC AMENDMENTS TO PERSONNEL POSITIONS

May 18, 2021

Page 2 of 3

in minimizing service disruptions, expanding service delivery in essential areas and minimizing the depth of the local shock in economic activity.

One of the department's struggles is the ability to keep part-time workers. The City has six (6) part-timers that work the night shift from 3:00 a.m. to 7:00 a.m. and keep Pacific Boulevard and the immediate adjacent alleys clean of debris and remove illegally dumped bulky items. This shift coincides with the street sweeping schedule. The remaining five (5) part-timers have varying work schedules during the week and weekend. These individuals perform a variety of semi-skilled and skilled tasks in the construction, maintenance, and repair of streets, signs, sewers, storm drains, and related public works facilities; and to operate light and moderately heavy power-driven equipment. Part-timers leave due to a variety of reasons including seeking full-time employment or losing interest in the type of job duties assigned. Some of the part-timers are also going to school and are looking to graduate and seek employment elsewhere with full benefits. Recommendation to remedy this dilemma is to hire three (3) full-time maintenance workers and eliminate five part-time workers.

Due to aging infrastructure (traffic signals, street lights and City facilitates) and the theft of streetlight wire, staff recommends hiring one (1) electrician. This is skilled work in the maintenance, repair and installation of electrical fixtures, equipment, and systems. Work involves responsibility for servicing of lighting equipment, motorized electrical units, generators, transformers and related circuitry. The proactive approach requires performing scheduled preventive maintenance on a variety of electrical equipment and providing services in order to identify potential problems, minimize need for emergency repairs and or maximize the useful life of the City's equipment.

Another recommendation is to hire a Public Works Supervisor, a position that was frozen when the previous Public Works Supervisor left in March of 2020 and sought employment in a neighboring municipality. The purpose of this position is to lead one of the divisions in the Public Works Department and to oversee street maintenance and residential garbage collection and disposal activities. This individual will prepare schedules, material and equipment estimates required for the maintenance, repair and installation related to public works projects and ensuring crews are completing work orders. Most importantly, this position will oversee the maintenance and daily functions of the Aquatics Center.

FISCAL IMPACT/FINANCING

It is recommended that the City Council approve modifications to the Public Works Department approved personnel positions. The Fiscal Year 2021-2022 operating budget will provide sufficient funding for the staffing changes. Additional positions for City Council approval include:

- 1 - Public Works Supervisor (\$116,636 / annual including salary and benefits)
- 1 - Electrician (\$108,730 / annual including salary and benefits)

CONSIDERATION AND APPROVAL OF FISCAL YEAR 2020-21 PUBLIC WORKS DEPARTMENT POST-PANDEMIC AMENDMENTS TO PERSONNEL POSITIONS

May 18, 2021

Page 3 of 3


- 3 - full time Maintenance Workers (\$263,823 / annual including salary and benefits for three positions)

Seven (7) part-time General Laborers will be eliminated, which is an annual cost savings of \$129,675. The City has received County of Los Angeles Measure W Safe, Clean Water funds that have replaced/substituted certain general funds costs associated with stormwater related activities, such as street sweeping, catch basin cleaning, etc. This is a total of \$250,850. These general fund cost saving measures can be utilized to subsidize the addition of the Public Works Supervisor, the full time Maintenance Workers and the Electrician. Public Works has also diligently worked on applying for highly competitive grants that alleviate the City's general fund commitments to improving American with Disabilities Act (ADA) accessibility, roadway resurfacing and upkeep of the City's water wells. Changes are detailed in the departmental organizational chart and number of existing and proposed positions.

CONCLUSION

Upon City Council approval, staff will proceed with the recommended actions.

Respectfully submitted,



RICARDO REYES
City Manager



CESAR ROLDAN
Director of Public Works