

**KERN COUNTY  
PUBLIC WORKS DEPARTMENT  
CRAIG M. POPE, P.E., DIRECTOR**



**2700 "M" STREET, SUITE 400  
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March 15, 2016

Board of Supervisors  
Kern County Administrative Center  
1115 Truxtun Avenue  
Bakersfield, CA 93301

**PROPOSED PUBLIC WORKS DEPARTMENT REORGANIZATION AND STAFF  
REDUCTION (ALL S.D.s)**

(Fiscal Impact: Budget Savings \$1,031,507 FY 2016/17; Public Works Internal Service Fund;  
Not Budgeted; Discretionary)

This is to request your Board approve the reorganization and staff reduction of the Public Works Department. On July 10, 2015, your Board approved the creation of the Public Works Department. Since that time, we have been engaged in an effort to streamline operations and reduce operating costs while improving service to our customers and the public. In addition for the desire to streamline operations, the Public Works Department faces declining revenues this fiscal year and next, due to the reduction in excise tax from gasoline sales.

To accomplish our goals, the Public Works Department is requesting the following deletions and additions to the Departmental Positions.

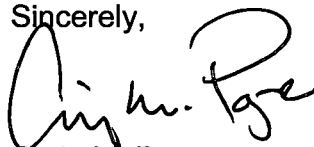
<b>Position</b>	<b>Range</b>	<b>Annual Cost</b>
(-1) Director of Roads – Item 0186*	76.3	(\$14,928.00)
(-1) Director of Waste – Item 0175*	75.3	(\$3,306.00)
(-2) Senior Engineering Manager – Item 0727	73.3	(\$457,572.00)
(-1) Engineering Manager – Item 0730	72.2	(\$217,807.00)
(-4) Supervising Engineer – Item 1054	70.8	(\$750,272.00)
(-1) Administrative Services Officer – Item 0809	65.8	(\$163,272.00)
(-1) Geographic Information Systems Specialist – Item 1079	59.4	(\$113,059.00)
(-2) Maintenance Painter – Item 4850	55.6	(\$192,520.00)
(-2) Road Maintenance Worker III – Item 5025	53.8	(\$178,694.00)
(-1) Road Maintenance Worker II – Item 5026	51.0	(\$79,756.00)
(-2) Office Services Technician – Item 3275	48.6	(\$145,070.00)
(4) Public Works Manager – Item 0473	71.1	\$829,648.00
(1) Contract Administrator – Item 2576	61.2	\$122,198.00
(1) Traffic Signal Technician II – Item 4742	60.0	\$116,015.00
(2) Waste Management Technician II – Item 1205	58.4	\$216,652.00
<b>Total Savings</b>		<b>(\$1,031,507.00)</b>

\* Cost Savings is offset by two previously added Assistant Director positions.

With the formation of the Public Works Department in July 2015, two assistant director positions were created. The Director of Roads and the Director of Waste Management positions were not deleted at that time. The Assistant Director positions replaced those two. The Public Works Department is requesting the addition of four Public Works Manager positions. As a Public Works Department, we recognize that we are not solely an engineering organization and need expertise in other management areas to increase efficiencies. A Public Works Manager will direct and manage the day-to-day operations of a division or major functional area, performing a broad spectrum of responsibilities requiring a high degree of competency, initiative, independent judgment, discretion and decision-making ability in handling the most complex, varied and specialized programs. Creation of the Public Works Manager classification and positions will result in a saving of \$596,003, by the deletion of two Senior Engineering Managers, one Engineering Manager and four Supervising Engineers. Some of the responsibilities of the deleted Administrative Service Officer will be handled by the addition of a Contract Administrator at a lower pay range. The addition of the Traffic Signal Technician II is needed due to the increased number of signalized intersections in Kern County. The Waste Management Technician II positions are requested to respond to the increased workload in the Hazardous Waste Exclusion Program and the Special Waste Program.

Therefore, IT IS RECOMMENDED that your Board approve the reorganization and staff reduction. Delete the positions of Director of Roads (Item 0186), Director of Waste Management (Item 0175), two Senior Engineering Managers (Item 0727), one Engineering Manager (Item 0730), four Supervising Engineers (Item 1054), one Administrative Service Officer (Item 0809), one Geographic Information Systems Specialist (Item 1079), two Maintenance Painters (Item 4850), two Road Maintenance Worker IIIs (Item 5025), one Road Maintenance Worker II (Item 5026), and two Office Services Technicians (Item 3275). Add the positions of four Public Worker Managers (Item 0473), one Contract Administrator (Item 2576), one Traffic Signal Technician II (Item 4742), and two Waste Management Technician IIs (Item 1205) effective March 21, 2016 and refer to the Human Resources Division to amend the Departmental Positions.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig M. Pope". The signature is stylized and cursive.

Craig M. Pope  
Director

CP:LB

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cc: Public Works; Human Resources