



Staff Report

TO: City Council
FROM: Kari Mendoza, Administrative Services Director
DATE: April 4, 2023
SUBJECT: Authorize Changes to Wastewater Department Position Allocation

Description The Wastewater Department seeks to replace a Wastewater Plant Operator II position with a Wastewater Plant Operator III position.

Background and Analysis:

On June 21, 2022, Council adopted the FY 22/23 budget with 212.5 full time equivalent employees. Previous changes to the position allocation table have occurred on October 4, 2022, November 1, 2022, and January 17, 2023. These position allocation tables authorized a second Engineering Development Technician, a second Assistant Planner, a second Lead Bus Driver, two Police Captains, an Accountant, a second Lead Dispatcher, an additional Corporal, and an Associate Engineer.

The Wastewater Department recently had a Grade II Wastewater Treatment Plant Operator successfully complete the required exam along with the required education and experience levels to become a certified Grade III Wastewater Treatment Plant Operator. The California Water Board governs Wastewater Treatment Plant Operator Certifications which are required of all facilities owned and operated by state, local or federal agencies. Once certified, operators must maintain their certifications with required continuing education.

According to the California Water Board the Beaumont Wastewater Treatment Plant is a Class IV Treatment Plant. This classification requires our Chief Plant Operator (CPO) to hold a Grade IV or V, and the minimum grade to be a Designated Operator in Charge (DOIC) is a Grade III. This means that plant operators below Grade III may not be alone at the plant or be placed on call. The plant currently has one Grade V (GM of Utilities), a Grade III supervisor, three Grade III operators and three Grade II operators. Upgrading this classification will allow for more flexibility in daily scheduling as well as on-call capabilities.

Fiscal Impact:

The elimination of the Grade II with a Grade III replacement will result in an annual increase of \$7,447 or \$1,862 for the remainder of the current fiscal year.

Staff estimates the cost of this staff report is \$250.

Recommended Action:

Approve the elimination of one Wastewater Plant Operator II (WWPII).

Approve the addition of one Wastewater Plant Operator III (WWPIII).

Attachments:

- A. Wastewater Organizational Chart
- B. Wastewater Plant Operator job description