

ORDINANCE NO. 14994

FILE OF CITY COUNCIL

BILL NO. 28 – 2012

April 18, 2012

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AN ORDINANCE

Amending the 2012 General Fund and the 2012 Solid Waste Fund by reorganizing the Public Works Department by creating the position of Deputy Director of Operations (18N).

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That Page GF-51 of the General Fund be amended to create the position of Deputy Director of Operations at a 18(N) pay grade (salary range is \$68,957 – \$85,350) and provide half the funding for this position.

SECTION TWO: That Page SW-5 of the Solid Waste Fund be amended to create the position of Deputy Director of Operations at a 18(N) pay grade (salary range is \$68,957 – \$85,350) and provide half the funding for this position.

SECTION THREE: That this Ordinance take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

	Yea	Nay
Joe Davis	X	
Jeanette Eichenwald	X	
Cynthia Y. Mota	X	
Ray O'Connell, VP	X	
Mike Schlossberg	X	
Peter G. Schweyer	X	
Julio A. Guridy, Pres.	X	
TOTAL	7	0

**I hereby certify that the foregoing Ordinance was passed by City Council on May 16, 2012 and signed by the Mayor on May 22, 2012.**

*Michael P. Hamlin*

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**CITY CLERK**

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

The Managing Director's Office and Public Works.

- **Summary and Facts of the Bill**

The bill creates the position of Deputy Public Works Director for Operations (Deputy Director of Operations). The position is necessary in order to streamline operations and reporting mechanisms up to the Public Works Director. With increasing demands of significant projects such as the arena, American Parkway Bridge, the overall increase in construction in the City, fewer monetary and personnel resources, the Public Works Director needs assistance in coordinating and overseeing the operations of Public Works. The Deputy Public Works Director will have responsibility over Solid Waste and Recycling, Traffic Planning and Control, Building Maintenance, Streets, Fleet, and Street Lighting,

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City's Vision/Mission/Priorities**

The bill creates the position of Deputy Director of Operations in the Department of Public Works. The position will report directly to the Public Works Director.

The objective of the position is designed to optimize the operational efficiencies of the City's on-street operations.

#### Benefits

- Centralized on-street operations management allows standardization of procedures as well promotes best practices across all bureaus and divisions;
- Leverages the expertise of higher-paid specialists across the entire operation;
- Provides increased coordination and collaboration across bureaus;
- Provides for more equipment sharing;
- Improves incident and complaint reporting and tracking;
- Improves situation awareness and reporting;
- Provides for real-time collaboration;
- Resource and critical asset management; and
- Allows the organization structure to more readily adopt new technologies.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

Each fund (General Fund and Solid Waste Fund) will need to pay approximately \$20,227 for the remainder of 2012. These funds will be available through the vacancies created throughout the year.

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

This position will be funded 50 percent from the General Fund and 50 percent from the Solid Waste Fund. The funds will be available through vacancies throughout the year.

- **Priority status/Deadlines, if any**

Early spring is the ideal time to re-tool operations because of increased outside activities, including increased litter and traffic control, road work repair and re-surfacing and street-scaping activities.

- **Why should Council unanimously support this bill?**

Council should continue to support efforts that are designed to promote operational efficiencies; promote increased accountability; raise the bar in performance measures; decrease the number of complaints that are fielded; and provide a single point of contact for all on-street operations.