

SUBJECT: AUTHORIZING THE CONVERSION OF ONE FULL-TIME SURVEYOR POSITION TO ONE FULL-TIME CIVIL ENGINEER POSITION, PCN 276.




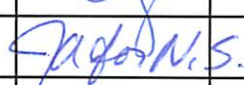
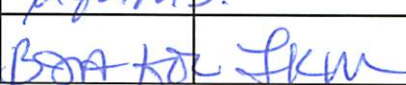
AGENDA OF: August 17, 2022

ASSEMBLY ACTION:

Approved under the Consent agenda
8-17-22 

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY MICHAEL BROWN, BOROUGH MANAGER: 

Route To:	Department/Individual	Initials	Remarks
	Originator - Brad Sworts		
	Public Works Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		

ATTACHMENT (S): Fiscal Note: Yes ☒ No ☐

SUMMARY STATEMENT: The fiscal year 2023 Public Works Department's operational budget includes a full-time Surveyor position that is vacant, PCN 276. The Surveyor position was posted from January 21, 2021 through December 29, 2021, resulting in only two applicants. The department is experiencing a greater need for a Civil Engineer and has therefore determined that it will be prudent to convert the Surveyor position to a Civil Engineer position.

Population growth in the Borough has led to increased subdivision and road development as well as the need for traffic management, all of which require borough engineering involvement. Current engineering staff levels do not allow the department to address this increased demand. For over two decades the department had three engineers on staff until 2020. Bringing back an engineer position to bolster the existing two engineers will stabilize the workload and provide for timelier processing of subdivision, road and traffic documentation.

The position will be funded by the Pre-Design and Engineering Operating budget through 6-30-2023.

RECOMMENDATION OF ADMINISTRATION: Approval to authorize the conversion of the vacant full-time Surveyor position, PCN 276, to a full-time Civil Engineer position.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: August 17, 2022

SUBJECT: AUTHORIZING THE CONVERSION OF ONE FULL-TIME SURVEYOR POSITION TO ONE FULL-TIME CIVIL ENGINEER POSITION, PCN 276.

ORIGINATOR: Brad Sworts

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <u>YES</u> NO
AMOUNT REQUESTED <u>\$</u>	FUNDING SOURCE <u>Operating budget</u>
FROM ACCOUNT # <u>100.150.192 4XX.XXX</u>	PROJECT
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>Murphy</u>	CERTIFIED BY:
DATE: <u>8/5/22</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Personnel Services			<u>\$</u>			
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL						
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund			<u>*</u>			
State/Federal Funds						
Other						
TOTAL			<u>\$</u>			

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * Covered under current budgeted wages + benefit

PREPARED BY:

PHONE:

DEPARTMENT:

DATE:

APPROVED BY:

DATE:

Chayenne Kunkel

8/5/22