

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

AGENDA OF: January 5, 2020

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY MICHAEL BROWN, BOROUGH MANAGER: WNB

Route To:	Department/Individual	Initials	Remarks
	Originator: T. Richards for G. Hays		
	Public Works Director	Terry Dolan <small>Digitally signed by Terry Dolan Date: 2020.12.22 12:08:18 -09'00'</small>	
	Community Development	Eric Phillips <small>Digitally signed by Eric Phillips Date: 2020.12.22 12:10:57 -09'00'</small>	
	Finance Director		
	Borough Attorney		
	Borough Clerk		

ATTACHMENT (S): Fiscal Note: Yes X No

SUMMARY STATEMENT:

The fiscal year 2021 Public Works Department operational budget includes a full-time Civil Engineer position that is vacant, PCN number 276. As the department re-aligns workloads and looks for opportunities to find future savings, it has been determined that there is a greater need for a Surveyor position. Having this Surveyor position will allow the Borough to do more surveys internally and complete Municipal Entitlement Surveys. There is a pay difference between the two positions, so a savings will be reflected in the budget by converting the Civil Engineer position to a Surveyor position.

RECOMMENDATION OF ADMINISTRATION:

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

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: January 5th

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ORIGINATOR: T. Richards for G. Hays

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED <7,279.17> *	FUNDING SOURCE Capital Projects/Public Operating Works
FROM ACCOUNT # 100.180 4xxxxx	PROJECT
TO ACCOUNT:	PROJECT #
VERIFIED BY: Russel Weiland	CERTIFIED BY:
DATE: 12/22/2020	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		<7.3> *				
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund		<7.3> *				
State/Federal Funds						
Other						
TOTAL		<7.3> *				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * New position will be Q instead of R, resulting in savings on annual wage.

PREPARED BY: _____ PHONE: _____
 DEPARTMENT: _____ DATE: _____
 APPROVED BY: Chesenne Oroski DATE: 12/22/2020