Agenda Item Form

Agenda Date: 05/25/04

Districts Affected: All
Dept. Head/Contact Information: Mass Transit, Terry Lee Scott , (915) 534-5817

Type of Agenda Item:

- ☐ Resolution
- ☐ Tax Installment Agreements
- ☐ RFP/ BID/ Best Value Procurement
- ☐ Application for Facility Use
- ☐ Interlocal Agreements
- ☐ Staffing Table Changes
- ☐ Tax Refunds
- ☐ Budget Transfer
- ☐ Bldg. Permits/Inspection
- ☐ Contract/Lease Agreement
- ☐ Board Appointments
- ☐ Donations
- ☐ Item Placed by Citizen
- ☐ Introduction of Ordinance
- ☐ Grant Application
- ☒ Other (1) Provisional Appointment - Automotive Service Worker II

Funding Source:

- ☒ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☒ Other Source: Funding Source: 60600006-40345-60050 Transit - Maintenance

Legal:

☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days:_____

Why is this item necessary:
Sun Metro is requesting to make a provisional appointment to Automotive Service Worker II position. There is no eligible list to fill the position and recruitment has not yet been opened. Provisional appointment will be made from employees (service workers I) within the department. ASW II is needed to be lead person for service worker work crew in evening shifts in order to service and fuel buses and run buses through bus wash operation in order to have them ready for morning pull-out. There are only two other ASW IIs in the department and one of them is out due to an injury, leaving only one at work at this time. In addition, the department has many service worker I vacancies which have not yet been many.

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:
Salary and benefits

Statutory or Citizen Concerns:
None anticipated

Departmental Concerns:
Department needs to make provisional appointment in order to provide adequate shift coverage for the servicing of buses, fueling buses, and running buses through bus wash operation in order to be able to meet morning pull-out and bus service requirements.

CITY CLERK DEPARTMENT
2004 MAY 20 AM 10 30

ITEMS TO COUNCIL						
				25-May-04		
Temporaries:						
Reason	**Position**	**Dept.**	**Fund Source**	**Acct#**	**Salary**	**Req#**
Provisionals:						
NO LIST	Auto Service Worker II (1)	Sun Metro	TransitMnt-General Ops	60600006-40345-600050	$798.21	040641