

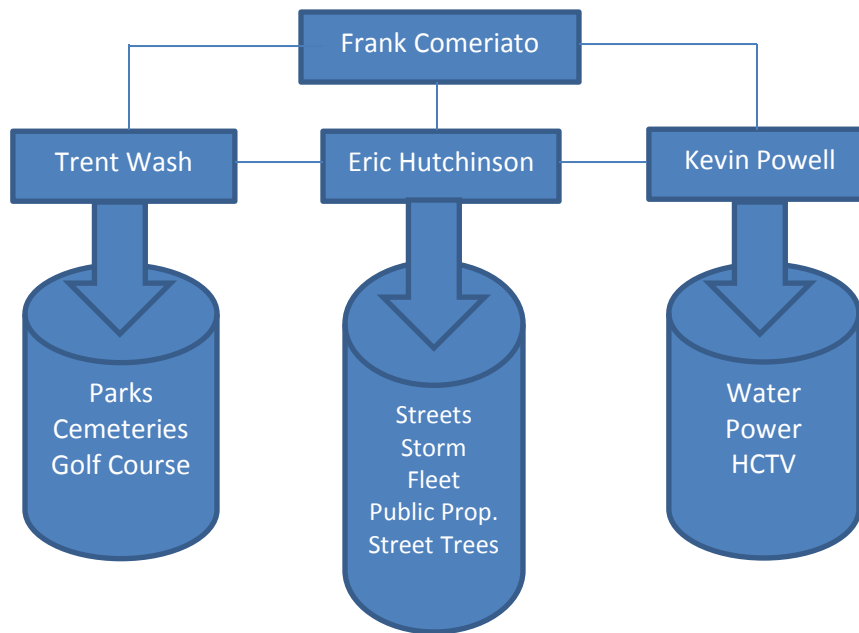
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### Reorganization Summary

Over the course of 2015 the Public Work Department underwent major reorganizational changes. All of the departmental reorganization efforts were aimed at streamlining services and creating both administrative and operational efficiencies.

The most visible components of the reorganization were seen in the following areas:

- With the movement of the PW Director to the position of Asst. City Manager staff chose not to fill the vacancy but rather assign existing personnel to assume the responsibilities under the direction of the Asst. Manager.
- In addition to the above, the parks, golf course and HCTV operations were brought under the umbrella of the Public Works Department.
- The final assignment of duties has resulted in the following departmental arrangement:



PW Assistant Directors 2.2.16

## Realized Efficiencies

As these changes have developed staff has realized the following efficiencies:

- Elimination of one support position within the Golf area of operation at an annual savings of 77,000.
- Cross training between PW Account Clerks on 10 operational budgets, PW programs, and customer services.
- Further leveling out PW administration by utilizing existing personnel to distribute operational responsibilities among Asst. Directors.
- Improvements in levels of customer service though increased coverage for customer requests, phone calls and emails. Enhanced communications.
- An overall annual cost savings of \$89,062 by combining Golf and Parks Superintendents into one Asst. PW Directors.
- Shared equipment purchase and cross departmental sharing.
- Increased communications between employees and departments resulting in better customer service
- With the consolidation of support services in PW, golf and parks there is less duplication and more standardization of work and work flows.

## Opportunities for Efficiencies

- Cross training at the operation front line manager levels.
- Shared man power for projects and incidental need.
- Standardization of procedures, policies, and objectives.
- Potential shared funding resources.