

**City of Carson City
Agenda Report**

Date Submitted: November 22, 2013

Agenda Date Requested: December 5, 2013

Time Requested: Consent

To: Mayor and Supervisors

From: Publics Works

Subject Title: For Possible Action: To approve changing the title of the City Engineer position to Engineering Manager and appointing the Deputy Public Works Director as City Engineer for purposes of administering the Carson City Municipal Code. (Burnham)

Staff Summary: Approval of the Engineering Manager position will allow better management of the capital programs for the City. There is no budget impact since the position is a result of changing a current budgeted position which was recently vacated. Appointing the Deputy Public Works Director as City Engineer is simply for purposes of administering the Carson City Municipal Code provisions.

Type of Action Requested: (check one)

☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes (X) No

Recommended Board Action: I move to approve Public Works proposed personnel change establishing an Engineering Manager position and appointing the Deputy Public Works Director as City Engineer for purposes of administering the Carson City Municipal Code..

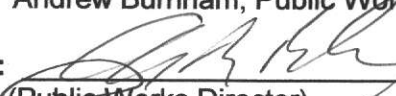
Explanation for Recommended Board Action: With the recent vacancy of the City Engineer position staff is requesting establishing an Engineering Manager position to better manage the City capital improvement program. The City Engineering responsibilities are being assigned to the Deputy Public Works Director. There remains little development activity and there is a significant need for capital project management. There is no cost impact to budgets as the FTE and funds are already contained in the Public Works budgets.

Applicable Statute, Code, Policy, Rule or Regulation: NA

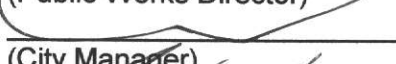
Fiscal Impact: No fiscal impact.

Prepared By: Andrew Burnham, Public Works Director

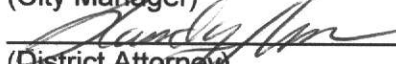
Reviewed By:


(Public Works Director)

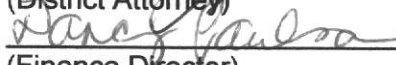
Date: 11-25-13


(City Manager)

Date: 11/25/13


(District Attorney)

Date: 11/25/13


(Finance Director)

Date: 11/25/13

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)