

**Proposed
Reorganization Plan**



**for the
City of Apalachicola
Public Works Operations**

Proposed and prepared by:
Commissioner Van W. Johnson

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PROPOSAL

The intent of this proposal is to devise a means by which prompt and efficient services can be rendered to the residents of the City of Apalachicola.

The Board could achieve this objective without the implementation of additional taxes by:

1. Moving forward with the selection of ***U.S. Filter*** the apparent low bidder to operate the City's Wastewater Treatment Plant and,
2. Advertise and hire a Public Works Administrator to oversee the overall operation of the City's Public Works departments. Including the contract with the new Wastewater Treatment Plant service provider.
3. Uses part of the savings outlined in the low bidders response along with some monies realized from the retirement of Harry Braswell and others to hire the Public Works Administrator.

NEW/RECLASSIFIED POSITIONS

Public Works Administrator:

The Public Works Administrator position will be an executive-level position that will report directly to the Apalachicola Board of City Commissioners. The Public Works Administrator will be responsible for the efficient administration of the overall operation of the City's Public Works departments and the services they render to both the City at large and its residents.

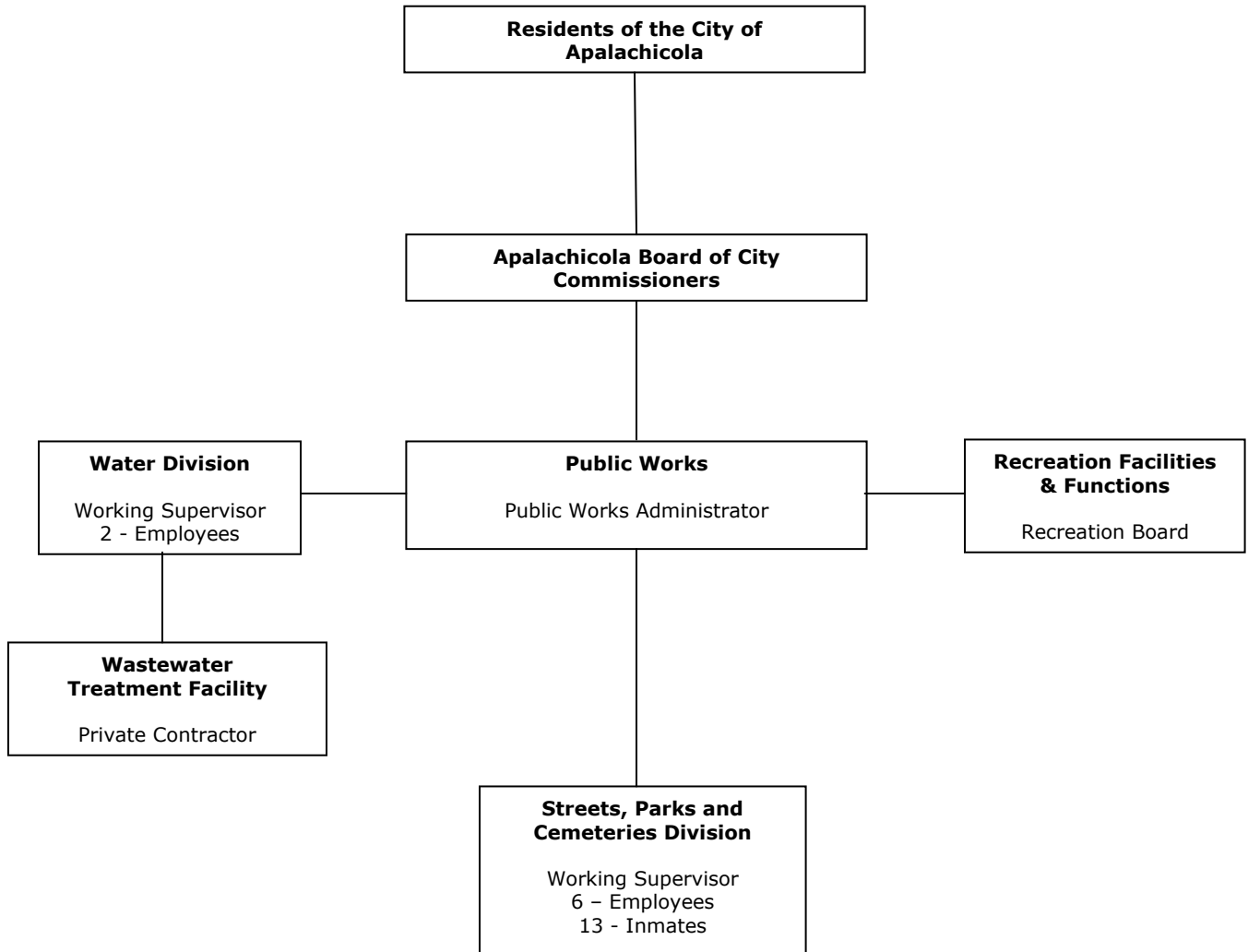
The position will oversee the operation of the City's water and wastewater facilities, solid waste collection contracts, streets, parks, cemeteries, and recreational facilities and their functions. The position will be responsible for overseeing the maintenance on all city owned buildings and utilities, vehicles, equipment, parks and recreation facilities, streets, drainage ditches, mains and waterlines.

The position will plan and schedule all work within the division, and conduct regular inspection of employee's work. Prepare and justify the department's annual budgets and plans. Recommend, with justification to the Board of City Commissioners, new and/or changed policies affecting the operations of the departments. Prepare bid specifications for the purchase of equipment and service contracts, and present monthly status reports to the Board of City Commissioners.

Working Supervisor:

All present Department Heads within the existing Public Works structure will be reclassified to Working Supervisor positions. The Working Supervisor position will be a mid-level management position that reports directly to the Public Works Administrator. The position will be responsible for providing assistance to staff in carrying out the daily duties assigned by the Public Works Administrator.

REORGANIZATIONAL FLOW CHART



SALARY BREAKDOWN

Public Works Administrator - TBA

Sewer Budget -	15,000
Attrition in Water Dept. -	15,000
General Government Reserve -	15,000

TOTAL: \$45,000

Water Division:

TBA -	<i>(Working Supervisor)</i>	33,000
Hildur Sorenson -	<i>(Maintenance)</i>	25,200
Carl Gilbert -	<i>(Meter Reader)</i>	21,500 +

TOTAL: 79,700

Street Division:

Marvin Crooms -	<i>(Working Supervisor)</i>	33,000
Greg Harris -	<i>(Equipment Operator)</i>	20,700
John Harris -	<i>(Equipment Operator)</i>	20,100
Tracy Stanley -	<i>(Inmate Supervisor)</i>	18,600
Wilbur Bellew -	<i>(Inmate Supervisor)</i>	19,600
Greg Chancey -	<i>(Inmate Supervisor)</i>	17,400
Leon O'Neal -	<i>(Inmate Supervisor)</i>	16,200

TOTAL: 145,600

NOTE: This proposal eventually lead to the creation of the current City Administrator's position.