

April 15, 2009

The Honorable,
Members of the Common Council
City Hall

Dear Honorable Members of the Common Council:

RE: Appointment of auxiliary position of Parking Meter Technician

The Department of Public Works is requesting the appointment of an auxiliary position for a Parking Meter Technician, pay grade 245, for the remainder of 2009. This request is being made due to extensive family medical leave utilization by one of the three employees in the parking meter shop. Major functions of the shop include hooding for events and maintenance for approximately 6,500 metered spaces.

Hood jobs are especially critical during the busy summer season. With only 2 staff and the potential that unplanned sick leave could occur at any time, 1) hood jobs may not be completed in a timely manner; and 2) hoods may be left on meters longer after events or placed earlier before events. The latter would inconvenience the public due to parking restrictions and would also reduce revenue.

Regarding maintenance, first, work orders would cease. This includes removing and installing loading zones, removing or re-installing meters for construction and roadwork, and the installation or removal of meters after a change in legislation. Lack of these services would increase complaints and decrease revenue. Second, the length of time required for meter repair will increase. This will lead to increased numbers of citations at broken meters, an increase in complaints, and a loss in revenue. The recent rate increase causes more coins to be used per meter and therefore more maintenance.

If approved now, this position will be filled by an experienced person, minimizing training issues. Funding for this position will be the Parking Fund salary account. Please contact me at x5582 with any questions you may have.

Sincerely,

Shirley Krug
Administrative Services Director

Cc: Dan Thomas
Cindy Angelos
Paul Klajbor