



CITY OF IOWA CITY COUNCIL ACTION REPORT

September 5, 2023

Resolution amending the budgeted positions in the Engineering Division of the Public Works Department and the Confidential, Administrative, and Executive pay plan by adding one full-time Senior Facilities Design and Construction Manager position, grade 29.

Prepared By:	Jason Havel, City Engineer
Reviewed By:	Ron Knoche, Public Works Director Geoff Fruin, City Manager
Fiscal Impact:	Annual estimated cost increase of \$117,762 (step 1) to \$162,540 (max) annually, based on the FY24 pay plan and benefits.
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Resolution

Executive Summary:

The City's Capital Improvements Program (CIP) typically includes a variety of building construction, rehabilitation and maintenance projects. Among the projects included in the current CIP are the design and construction of new Equipment maintenance and Transit maintenance and storage facilities. After evaluating current staffing levels and workloads, staff has concerns regarding the City's ability to accommodate the completion of these projects with current staffing levels.

This item adds one full-time Senior Facilities Design and Construction Manager position to the Engineering Division that will assist with managing the City's building construction, rehabilitation and maintenance projects.

Background / Analysis:

The City of Iowa City owns and maintains a number of buildings located throughout the City. As a part of the regular ongoing maintenance of these facilities, the City regularly undertakes rehabilitation and repair projects to keep the facilities safe and usable for our community. In addition, the City will from time to time design and construct new facilities, such as the Equipment maintenance and Transit maintenance and storage facilities that are included in the current CIP.

While these projects vary widely with regards to scope, they all require City staff to manage and coordinate their planning, design and construction, which often occurs over months, years or more. After an evaluation of current capacity of the Engineering Division, it is anticipated upcoming building construction, rehabilitation and repair projects would put a significant strain on the City's ability to manage these projects efficiently. The proposed

Senior Facilities Design and Construction Manager position would play a primary role in overseeing and leading the implementation of the City's planned facility design and construction projects.