



City of Stevenson

Public Works Department

(509)427-5970

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

TO: City Council

FROM: Eric Hansen, Public Works Director

DATE: 2/10/2016

SUBJECT: Temporary Summer Help

Background: Starting in 2005 the City of Stevenson began hiring a contractor for landscape maintenance rather than performing the duties using public works personnel. The results have seen varying success depending upon the contractor who won the bid. In 2013 & 2014 the contract cost was \$15,907.29 per year, based on a 2 year contract, lasting from March 1st thru October 31st. The contractor averages 15 to 20 hours per week on site performing the duties as defined by the contract documents. In 2015 we hired a full time temporary employee to assist in the regular and recurring duties of vegetation control with great success. We received many compliments from the general public about his work.

Proposal: Public Works is proposing hiring a full-time temporary staff person again for 2016. The proposed position would last from March 21st, 2016 ending on October 28th, 2016. This time frame equates to 32 weeks or 1280 man hours. The proposed rate of pay for this position would be \$12.50 per hour equaling \$16,000¹ for the year, based on a 40 hour week. With the additional hours (as opposed to a landscape contractor), the additional staff person would be available to assist in the performance of other duties that are currently being overlooked or being performed by full-time personnel. This would enable our full time staff to perform more complex duties and special projects.

Conclusion: For a small increase in cost to the City, we could gain several hours of labor each week to assist our permanent staff in performing our regular duties and special projects. With City Council approval, Public Works would like to continue with the hiring process of a full-time temporary worker for 2016.

¹ Plus Social Security @ 7.65% and L&I @ \$1.22/hr and PERS @11% for a total of \$20,545 per term