City of Fayetteville Staff Review Form

2022-0501

Legistar File ID

6/21/2022

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

	,	A for Non Agenda item			
Terry Gulley	Ferry Gulley 5/26/20		AIRPORT SERVICES (760) Division / Department		
Submitted By S		Submitted Date			
	Actio	n Recommendation:			
Approval of request to increase the Operations Technician and approva			Fund by 0.40	FTE for a Flight Line	
	ſ	Budget Impact:			
5550.760.3955-510	5550.760.3955-5100.00		Airport		
Account Number			Fund		
Project Number		Project Title			
Budgeted Item? _	Yes	Current Budget	\$	127,205.50	
	_	Funds Obligated	\$	-	
	_	Current Balance	\$	127,205.50	
Does item have a cost?	Yes	Item Cost	\$	10,822.00	
Budget Adjustment Attached? _	Yes _	Budget Adjustment	\$ \$	10,822.00	
	_	Remaining Budget	\$	127,205.50	
nase Order Number: Previous Ordinance or Resolution		V202105			
hange Order Number:		Approval Date:			
Original Contract Number:					

Comments:



CITY COUNCIL MEMO

MEETING OF JUNE 21, 2022

TO: Mayor and City Council

THRU: Susan Norton, Chief of Staff

Chris Brown, Public Works Director

FROM: Terry Gulley, Asst PW Director Operations

DATE: May 26, 2022

SUBJECT: POSITION CONTROL INCREASE

RECOMMENDATION:

Approval of request to increase the Airport Services staffing count in Airport Fund by 0.40 FTE for a Flight Line Operations Technician and approval of a budget adjustment.

BACKGROUND:

Staffing for the FBO has remained consistent since the City took over operations in 2013. Since that time, operations and fuel sale, as well as based aircraft have all grown significantly. Adding additional staffing is not only necessary from a customer experience standpoint, but paramount to the safety of airport staff.

DISCUSSION:

Currently the Airport has a 0.60 FTE for a seasonal maintenance worker. During the 2022 budget season, an additional maintenance position was granted but the .6 FTE was not utilized. Seasonal work will be funded via the extra services budget going forward (if deemed necessary). The additional staff member in the FBO will result in a dramatic decrease in the amount of time employees are alone on the field.

BUDGET/STAFF IMPACT:

This position would primarily be funded in savings in the current budget related to an unfilled vacancy.

Attachments:

Staff Review Form City Council Memo Budget Adjustment

2023 Budget - New Personnel Request Form (Detail)

POSITION TITLE

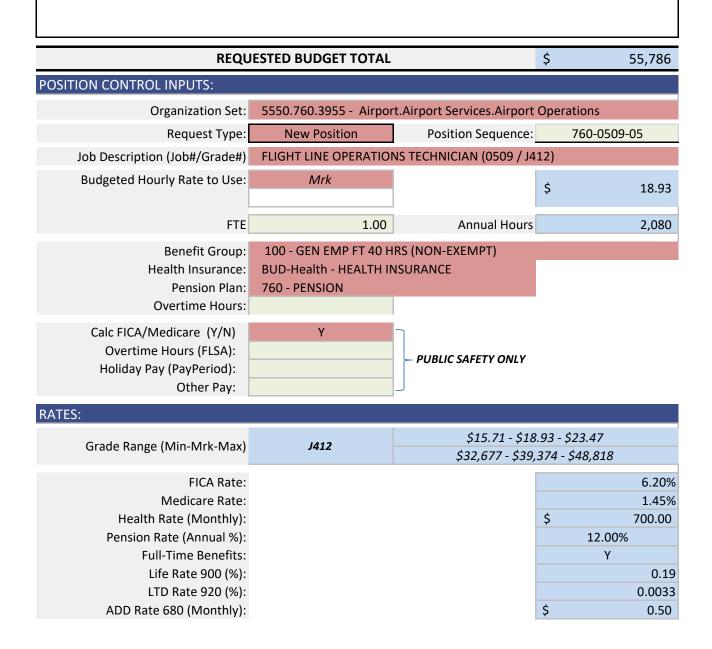
FLIGHT LINE OPERATIONS TECHNICIAN (2022 Midyear)

REQUEST DESCRIPTION

ADD AN ADDITIONAL FLIGHT LINE OPERATIONS TECHNICIAN TO HELP HANDLE THE INFLIUX OF TRAFFIC AND FUEL SALES AT THE AIRPORT. THIS POSITON WILL ALLOW FOR THE SCHEDULE TO BE STRUCTURED IN A WAY THAT A SINGLE STAFF MEMBER WILL NOT BE SCHEDULED FOR LONG PERIODS OF TIME, HELPING CREATE A SAFER WORK ENVIRONMENT.

FULL YEAR BUDGET IMPACT (\$55,786).

SIX MONTH BUDGET IMPACT (\$27,895).



2023 Budget - New Personnel Request Form (Detail)

POSITION TITLE

FLIGHT LINE OPERATIONS TECHNICIAN (2022 Midyear)

PERSONNEL BUDGET CALCULATIONS:					
SALARY TOTAL	5550.760.3955-5100.00	\$	39,375		
OVERTIME TOTAL	5550.760.3955-5101.00		-		
SALARY OVERTIME TOTAL			39,375		
FICA TAXES	5550.760.3955-5105.00		2,442		
MEDICARE TAXES	5550.760.3955.5105.01		571		
HEALTH BUDGET	5550.760.3955-5108.00		8,400		
LTD BUDGET	5550.760.3955-5108.01		130		
ADD BUDGET	5550.760.3955-5108.02		6		
LIFE BUDGET	5550.760.3955-5108.03		137		
PENSION BUDGET	5550.760.3955.5109.06		4,725		
	PERSONNEL TOTA	L \$	55,786		

OTHER EXPENSE ITEMS:					
ITEM DESCRIPTION	GLACCOUNT	ACCT DESCRIPTION	<u>BUDGET</u>		
f	####.###.###-5200.00	Supplies, Office/Printing	\$ -		
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пп			-		
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OTHER EXPENSE TOTAL \$ -					