



City of West Sacramento

Authorized Position List

Fiscal Year 2017 / 2018

Total Authorized Positions:

372.05

Authorized Position List 2017/2018

Administrative Services

Position	Fund	Information Technology 104-9034	Administration 104-9050	Fiscal Records 104-9051	Revenue Collection 104-9052	Agency Admin Fund 264-9395	Kids' Homerun Program 110-9017	Smart City Initiatives 110-9018	Total
Director of Administrative Services		0.495	0.495			0.01			1
Information Technology Manager		1							1
Technical Services Manager		1							1
Application Developer & Database Specialist I/II		1							1
Information Technology Specialist		1					0.5	0.5	2
Application Support Specialist		4							4
IT Business Services Coordinator		1							1
Public Finance Manager			0.50			0.50			1
Administrative Assistant			1						1
Budget Manager				0.95		0.05			1
Accounting Manager				0.95		0.05			1
Accountant I/II/Senior				1.5		0.50			2
Accounting Technician I/II/III				1	4				5
Total		9.495	1.995	4.40	4	1.11	0.5	0.5	22.00

Authorized Position List 2017/2018

City Manager

Position	Fund	City Council 104-9010	City Manager 104-9016	City Clerk 104-9022	Community Relations 104-9026	Kids' Homerun Program 110-9017	Smart City Initiatives 110-9018	Human Resources 104- 9024	Parking Improvement 219-9325	Fiscal Records 104-9051	Total
City Manager			1								1
Assistant City Manager			1								1
Executive Assistant to City Manager			1								1
Assistant to the Mayor I/II ¹		0.5									0.5
Administrative Clerk I/II/III				1							1
City Clerk				1							1
Deputy City Clerk/Sr. Deputy City Clerk				2							2
Deputy City Manager					0.5		0.5				1
Communications & Media Officer					1						1
Graphics Technician					1						1
Human Resources Manager								1			1
Human Resources Analyst/Senior								1			1
Human Resources Technician I/II								2			2
Payroll Technician										1	1
Payroll Administrator										1	1
Program Manager/Senior						0.5			1.0		1.5
Total		0.5	3	4.00	2.5	0.5	0.5	4.0	1.0	2.0	18.00

1. Position reports to the Mayor and is captured here for funding purposes only.

Authorized Position List 2017/2018
Community Development

Position	Fund	Administration 650-9310	Planning 651-9311	Building 650-9315	Development Engineering 650-9321	Flood Protection 652-9040	Code Enforcement 101-9130	Measure K 108-9130	Total
Director of Community Development		0.50				0.375	0.125		1.00
Secretary							1		1.00
Clerk/Senior Clerk		2							2.00
Principal Planner			1						1.00
Planner (Junior, Assistant, Associate, Senior)			3						3.00
Planning Technician		1							1.00
Building Official/City Architect*				0.75					0.75
Permit Services Manager				1					1.00
Building Inspector I/II/Senior				1					1.00
Building Plans Examiner I/II/Senior				1					1.00
Permit Technician I/II				2					2.00
Principal Engineer					1				1.00
Junior/Assistant/Associate/Senior Engineer					1				1.00
Engineering Assistant I/II/III					1	1			2.00
Administrative Analyst I/II/Senior						2.5			2.50
Flood Protection Manager						1			1.00
Supervising Civil Engineer						1			1.00
Flood Protection Planner						1			1.00
Code Enforcement Manager							1		1.00
Code Enforcement Officer I/II/Senior							3	1	4.00
Subtotal		3.50	4.00	5.75	3.00	6.875	5.125	1.0	29.25

*.25 FTE of Building Official/City Architect is in Public Works, budget unit 615-9652.

Authorized Position List 2017/2018
Economic Development & Housing

Position	Fund	Economic Development & Housing 106-9020	Port 516-9700	Total
Director of Economic Development & Housing		0.5	0.5	1
Community Investment Manager		1		1
Program Manager/Senior		4		4
Community Investment Specialist		1		1
Port Manager			1	1
Secretary			1	1
	Total	6.5	2.5	9

Note: One (1) Program Manager/Senior may be filled at a lower level Community Investment Specialist

Authorized Position List 2017/2018

Fire

Position	Fund	Administration 101-9150	Emergency Operations 101-9151	Measure K 108-9151	HazMat 210-9153	Total
Fire Chief		1				1
Deputy Fire Chief*		2				2
Administrative Analyst I/II/Senior		1				1
Fire Marshal		0.1			0.9	1
Secretary		1			1	2
Fire Inspector/Senior					1	1
Fire Battalion Chief			3			3
Fire Captain			17			17
Fire Engineer			15			15
Firefighter ¹			20	2		22
Total		5.1	55	2	2.9	65

NOTE: Firefighter position(s) may be flexibly staffed at either the Firefighter or Fire Recruit level. No more than six positions may be flexibly staffed.

* One Deputy Fire Chief is vacant and unfunded through 2017/2018 and 2018/2019.

Authorized Position List 2017/2018

Parks & Recreation

Position	Fund	Administration 101-9500	Recreation 101-9510	Park Maintenance 101-9520	Service CFDs 269-9179	Tree Mitigation Program 212-9522	IMPACT Grant 254-9561	Discovery Preschool 254-9555	Learning Ladder 254-9556	Total
Director of Parks & Recreation		1								1
Business Manager		1								1
Financial Specialist		1								1
Secretary		1								1
Clerk/Senior Clerk		1								1
Recreation Manager			2							2
Recreation Supervisor I/II			6							6
Recreation Coordinator			5							5
Parks & Grounds Superintendent				1						1
Project Manager/II/Senior				1						1
Chief Parks & Grounds Worker				3.2	0.8					4
Parks & Grounds Worker/Senior				6						6
Groundskeeper				3						3
Urban Forest Manager ²						1				1
Early Learning Services Director ¹							1			1
Early Learning Services Program Assistant ¹							1			1
Preschool Site Supervisor - Discovery Preschool								0.80		0.80
Preschool Teacher								0.75	3	3.75
Preschool Teacher/Family Support Specialist									2	2
Preschool Site Supervisor - Learning Ladder									1	1
Total		5	13	14.2	0.8	1	2	1.55	6	43.55

1. Early Learning Services Director and Early Learning Services Program Assistant are grant funded.

2. The Urban Forest Manager is limited term through June 30, 2018.

Authorized Position List 2017/2018

Police

Position	Fund	Administration 101-9110	Support Services 101-9111	Measure K 108-9111	Records 101-9112	Operations (Patrol) 101-9113	Traffic/Parking 101-9116	Court Liaison 250-9117	COPS Grant 2015 250-9127	WUSD School Resource Officer 250-9132	COPS in Schools 250-9147	CDBG 9894 Grant 260-9848	Total
Police Chief		1											1
Deputy Police Chief		1											1
Police Lieutenant		1	1			2							4
Police Sergeant		1	1	2		7 ⁴	1						12
Police Officer		1	10 ¹	1		38	3		2	1 ²	1 ²		57
Administrative Analyst I/II/Senior		3											3
CALEA Coordinator		1											1
Crime Analyst			1										1
Secretary		1	1		1								3
Crime Scene Investigator I/II/III			3										3
Police Records Supervisor					1								1
Police Records Technician					6								6
Police Services Coordinator						1							1
Community Services Officer I/II						2							2
Court Liaison Officer/Specialist ³								1					1
Clerk/Senior Clerk ⁶					1		1						2
Youth Counselor			1										1
Program Manager/Senior ⁵												1	1
Total		10	18	3	9	50	5	1	2	1	1	1	101

1. One Police Officer position is assigned to YONET.
2. 0.5 FTE Police Officer is funded by WUSD in budget units 250-9132 and 250-9147
3. Two Court Liaison Officers/Specialists at .5 FTE, each.
4. One Police Sergeant funded by AB 109.
5. Position is serving as the Homeless Outreach and Service Coordinator, is limited term for three years until October 2017. Limited term extended until June 30, 2018.
6. One Clerk/Senior Clerk in budget unit 101-9116 is vacant and unfunded through 2017/2018 and 2018/2019.

NOTE: Police Officer position(s) may be flexibly staffed at either the Police Officer or Police Recruit level. No more than four positions may be flexibly staffed.

Authorized Position List 2017/2018

Public Works

Administration, Engineering, and Transportation Divisions

Position	Fund	Administration 615-9651	Facilities Development Division 615-9652	Engineering 615-9653	Inspection Engineering 615-9654	Transportation 615-9655	Total
Director of Public Works	0.30						0.30
Business Manager	0.30						0.30
Financial Specialist	1						1
Secretary	1						1
Building Official/City Architect			0.25				0.25
Project Manager I/II/Senior			3				3
Supervising Civil Engineer*				1			1
Drafting Services Manager				1			1
Junior/Assistant/Associate/Senior Engineer				6			6
Engineering/GIS Technician				1			1
Engineering Technician I/II/III				2			2
Engineering Assistant I/II/III				1	3		4
Construction Manager					1		1
Construction Administrative Specialist					1		1
Engineering And Transportation Manager						1	1
Supervising Transportation Planner						1	1
Senior Analyst						1	1
Junior/Assistant Transportation Planner						1	1
Subtotal	2.60		3	12	5	4	26.85

*May be filled at Senior Civil Engineer level.

Authorized Position List 2017/2018

Public Works

Facilities Division

Position	Fund	Equipment & Facilities Maintenance 104-9325	Total
Equipment and Facilities Superintendent		0.5	0.5
Chief Facilities Maintenance Worker		1	1
Stationary Engineer		1	1
Facilities Maintenance Worker/Senior/Aide		4	4
	Subtotal	6.5	6.5

Authorized Position List 2017/2018
Public Works
Operations Division

Position	Fund	Administration 610-9650	Road Maintenance 201-9210	Road Maint-Measure K 108-9210	Storm Water Maintenance 215-9230	Equipment 610-9660	Sewer Collection 501-9410	Water Treatment 506-9610	Water Distribution 506-9611	Backflow Prevention 506-9612	Street Sweeping 201-9205	Street Sweeping- Measure K 108-9205	Environmental Services 610-9661	Total
Director of Public Works		0.7												0.7
Public Works Operations Manager		1												1
Public Works Business Manager		0.7												0.7
Equipment and Facilities Superintendent		0.5												0.5
Clerk/Senior Clerk		2.50								0.5				3
Utilities Maintenance Superintendent			0.25		0.25		0.25		0.25					1
Equipment Mechanic I/II						3								3
Engineering Assistant I/II/III			1											1
Chief Maintenance Worker*				1			1		1					3
Maintenance Worker/Senior			2	1	1		6		6	1	1	1		19
Chief Treatment Plant Mechanic							0.5	0.5						1
Treatment Plant Mechanic I/II							1	1	1					3
Environmental Services Manager													1	1
Administrative Analyst I/II/Senior					1								2	3
Electrical Technician			0.34				0.83		0.83					2
Instrumentation Technician								1						1
Water Treat Plant Superintendent								1						1
Water Treat Plnt Operator II/III/IV								6						6
Subtotal		5.40	3.59	2.00	2.25	3.00	9.58	9.50	9.08	1.50	1.00	1.00	3.00	50.90

Public Works Department Total 84.25

* One position in Water Distribution remains unfilled until funding permits and may be filled at Maintenance Worker/Senior level.

