



City of West Sacramento

Authorized Position List

Fiscal Year 2015 / 2016

Total Authorized Positions*:

364.22

Authorized Position List 2015/2016

Administrative Services

| Position | Fund | Human Resources 104-9024 | Information Technology 104-9034 | Administration 104-9050 | Fiscal Records 104-9051 | Collection 104-9052 | Total |
|--|--------------|-------------------------------------|--|------------------------------------|------------------------------------|--------------------------------|--------------|
| Assistant City Manager-Administrative Services | | 0.5 | | 0.5 | | | 1 |
| Human Resources Manager | | 1 | | | | | 1 |
| Human Resources Analyst/Senior | | 1 | | | | | 1 |
| Human Resources Technician | | 2 | | | | | 2 |
| Information Technology Manager | | | 1 | | | | 1 |
| Technical Services Manager | | | 1 | | | | 1 |
| Application Developer & Database Specialist I/II | | | 2 | | | | 2 |
| Application Support Specialist | | | 4 | | | | 4 |
| IT Business Services Coordinator | | | 1 | | | | 1 |
| Public Finance Manager | | | | 1 | | | 1 |
| Administrative Assistant | | | | 1 | | | 1 |
| Budget Manager | | | | | 1 | | 1 |
| Supervising Accountant | | | | | 2 | | 2 |
| Accountant I/II/Senior | | | | | 1 | | 1 |
| Payroll Technician | | | | | 2 | | 2 |
| Accounting Technician I/II/III | | | | | 1 | 2 | 3 |
| | Total | 4.5 | 9 | 2.5 | 7 | 2 | 25 |

Authorized Position List 2015/2016

City Manager

| Position | Fund | City Manager 104-9016 | City Clerk 104-9022 | Community Relations 104-9026 | 14-CDBG-9894 Grant 260-9848 | Total |
|--|-------------|----------------------------------|--------------------------------|---|--|--------------|
| City Manager | | 1 | | | | 1 |
| Assistant City Manager-Planning & Operations | | 1 | | | | 1 |
| Executive Assistant to City Manager | | 1 | | | | 1 |
| Administrative Clerk I/II/III | | | 1 | | | 1 |
| Assistant to the Mayor I/II ¹ | | 0.67 | | | | 0.67 |
| Deputy City Manager | | | | 1 | | 1 |
| Program Manager/Senior ² | | | | | 1 | 1 |
| City Clerk | | | 1 | | | 1 |
| Deputy City Clerk/Sr. Deputy City Clerk | | | 2 | | | 2 |
| Communications & Media Officer | | | | 1 | | 1 |
| Public Information Officer | | | | 0.50 | | 0.5 |
| Total | | 3.67 | 4 | 2.5 | 1 | 11.17 |

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

2. Position is serving as the Homeless Outreach and Service Coordinator, is limited term for three years, and is currently housed in the Police Department.

**2015/2016 Authorized Position List
Community Development**

| Position | Fund | Administration 650-9310 | Planning 650-9311 | Building 650-9315 | Development Engineering 650-9321 | Flood Protection 652-9040 | Code Enforcement 101-9130 | Measure K 108-9130 | Total |
|--|-------------|------------------------------------|------------------------------|------------------------------|---|--------------------------------------|--------------------------------------|-------------------------------|--------------|
| Director of Community Development | | 1 | | | | | | | 1 |
| Secretary | | 1 | | | | | | | 1 |
| Clerk/Senior Clerk | | 2 | | | | | | | 2 |
| Principal Planner | | | 1 | | | | | | 1 |
| Planner (Junior, Assistant, Associate, Senior) | | | 3 | | | 1 | | | 4 |
| Planning Technician | | | 1 | | | | | | 1 |
| Building Official | | | | 1 | | | | | 1 |
| Building Permit Manager | | | | 1 | | | | | 1 |
| Building Inspector I/II/Senior | | | | 1 | | | | | 1 |
| Building Plans Examiner I/II/Senior | | | | 1 | | | | | 1 |
| Building Permit Technician I/II | | | | 2 | | | | | 2 |
| Principal Engineer | | | | | 1 | | | | 1 |
| Junior/Assistant/Associate/Senior Engineer | | | | | 1 | | | | 1 |
| Engineering Assistant I/II/III | | | | | 1 | 1 | | | 2 |
| Engineering Technician I/II* | | | | | 1 | | | | 1 |
| Administrative Analyst I/II/Senior | | 1 | | | | 1.5 | | | 3 |
| Flood Protection Manager | | | | | | 1 | | | 1 |
| Supervising Civil Engineer | | | | | | 1 | | | 1 |
| Flood Protection Planner | | | | | | 1 | | | 1 |
| Code Enforcement Manager | | | | | | | 1 | | 1 |
| Code Enforcement Officer I/II/Senior | | | | | | | 3 | 1 | 4 |
| Subtotal | | 5 | 5 | 6 | 4 | 6.5 | 4 | 1 | 31.5 |

*Position to be filled when revenues support.

Authorized Position List 2015/2016
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 |
| Port Business Manager | | | 1 | 1 |
| Clerk/Senior Clerk | | | 1 | 1 |
| | Total | 5.5 | 2.5 | 8 |

Authorized Position List 2015/2016

Fire

| Position | Fund | Administration 101-9150 | Emergency Operations 101-9151 | Measure K 108-9151 | HazMat 210-9153 | Total |
|--------------------------|------|----------------------------|-------------------------------------|-----------------------|--------------------|-----------|
| Fire Chief | | 1 | | | | 1 |
| Fire Division Chief | | 1 | | | | 1 |
| Fire Battalion Chief | | | 3 | | | 3 |
| Fire Marshal | | 0.1 | | | 0.9 | 1 |
| Fire Inspector/Senior | | | | | 1 | 1 |
| Fire Captain | | | 17 | | | 17 |
| Fire Engineer | | | 15 | | | 15 |
| Firefighter ¹ | | | 20 | 2 | | 22 |
| Financial Specialist | | 1 | | | | 1 |
| Secretary | | 1 | | | 1 | 2 |
| Total | | 4.1 | 55 | 2 | 2.9 | 64 |

1. Up to six positions may be flexibly staffed at the Fire Recruit or Firefighter level.

Authorized Position List 2015/2016

Parks & Recreation

| Position | Fund | Administration 101-9500 | Recreation 101-9510 | Park Maintenance 101-9520 | Tree Mitigation Program 212-9522 | UP4WS-2 254-9553 | Discovery Preschool 254- 9555 | Learning Ladder - 254-9556 | Total |
|--|--------------|------------------------------------|--------------------------------|--------------------------------------|---|-----------------------------|--|---------------------------------------|--------------|
| Director of Parks & Recreation | | 1 | | | | | | | 1 |
| Financial Specialist | | 1 | | | | | | | 1 |
| Secretary | | 1 | | | | | | | 1 |
| Clerk/Senior Clerk | | 1 | | | | | | | 1 |
| Recreation Superintendent | | | 1 | | | | | | 1 |
| Recreation Manager | | | 2 | | | | | | 2 |
| Recreation Supervisor I/II | | | 6 | | | | | | 6 |
| Recreation Coordinator | | | 5 | | | | | | 5 |
| Parks & Grounds Superintendent | | | | 1 | | | | | 1 |
| Chief Parks & Grounds Worker | | | | 4 | | | | | 4 |
| Parks & Grounds Worker/Senior | | | | 6 | | | | | 6 |
| Groundskeeper | | | | 3 | | | | | 3 |
| Urban Forest Manager | | | | | 1 | | | | 1 |
| Early Learning Services Director ¹ | | | | | | 1 | | | 1 |
| Early Learning Services Coordinator ¹ | | | | | | 1 | | | 1 |
| Preschool Site Supervisor - Discovery Preschool | | | | | | | 0.80 | | 0.8 |
| Preschool Teacher | | | | | | | 0.75 | 5 | 5.75 |
| Preschool Teacher/Family Support Specialist | | | | | | | | 2 | 2 |
| Preschool Site Supervisor - Learning Ladder | | | | | | | | 1 | 1 |
| | | | | | | | | | 0 |
| | Total | 4 | 14 | 14 | 1 | 2 | 1.55 | 8 | 44.55 |

1. Early Learning Services Director and Early Learning Services Coordinator are grant funded.

Authorized Position List 2015/2016

Police

| Position | Fund | Administration 101-9110 | Investigations 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 | Total |
|---|------|----------------------------|----------------------------|-----------------------|---------------------|---------------------------------|-----------------------------|---------------------------|-----------------------------|---|-----------------------------|-----------|
| Police Chief | | 1 | | | | | | | | | | 1 |
| Deputy Police Chief | | 1 | | | | | | | | | | 1 |
| Police Lieutenant | | 1 | 1 | | | 2 | | | | | | 4 |
| Police Sergeant | | 1 | 1 | 2 | | 6 ⁴ | 1 | | | | | 11 |
| Police Officer | | 1 | 10 ¹ | 1 | | 39 | 3 | | 2 | 1 ² | 1 ² | 58 |
| Administrative Analyst I/II/Senior | | 2 | | | | | | | | | | 2 |
| CALEA Coordinator | | 1 | | | | | | | | | | 1 |
| Financial Specialist | | 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 | | | | | 1 | | | | | | | 1 |
| Youth Counselor | | | 1 | | | | | | | | | 1 |
| Total | | 10 | 18 | 3 | 9 | 50 | 4 | 1 | 2 | 1 | 1 | 99 |

1. One Police Officer position is assigned to YONET.
2. 0.5 FTE Police Officers are funded by WUSD.
3. Two Court Liaison Officers/Specialists at .5 FTE, each.
4. One Police Sergeant funded by AB 109.

Authorized Position List 2015/2016

Public Works

Administration, Engineering, and Transportation Divisions

| Position | Fund | Administration 615-9651 | Engineering 615-9653 | Inspection Engineering 615-9654 | Transportation 615-9655 | Total |
|--|------|----------------------------|-------------------------|---------------------------------------|----------------------------|--------------|
| Director of Public Works | | 0.30 | | | | 0.30 |
| Administrative Analyst I/II/Senior | | 0.30 | | | | 0.30 |
| Secretary | | 2 | | | | 2 |
| Supervising Civil Engineer | | | 1 | | | 1 |
| Engineering Services Manager | | | 1 | | | 1 |
| Drafting Services Manager | | | 1 | | | 1 |
| Junior/Assistant/Associate/Senior Engineer | | | 2 | | | 2 |
| Project Manager | | | 1 | | | 1 |
| Construction Manager | | | | 1 | | 1 |
| Construction Administrative Specialist | | | | 1 | | 1 |
| Landscape Construction Inspector | | | | 1 | | 1 |
| Engineering Assistant I/II/III | | | 1 | 3 | | 4 |
| Engineering Technician I/II/III | | | 3 | | | 3 |
| Planner (Junior, Assistant, Associate, Senior) | | | | | 1 | 1 |
| Traffic Engineer/Transportation Manager | | | | | 1 | 1 |
| Transportation Specialist | | | | | 1 | 1 |
| Subtotal | | 2.60 | 10 | 6 | 3 | 21.60 |

Authorized Position List 2015/2016

Public Works

Capital Facilities Division

| Position | Fund | Projects & Maintenance 104-9325 | Total |
|---|-----------------|--|--------------|
| Facilities Maintenance Superintendent | | 1 | 1 |
| Stationary Engineer | | 2 | 2 |
| Facilities Maintenance Worker/Senior/Aide | | 4 | 4 |
| | Subtotal | 7 | 7 |

Authorized Position List 2015/2016
Public Works
Operations Division

| Position | Fund | Administration 610-9650 | Road Maintenance 201-9210 | Road Maint-Measure K 108-9210 | 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 | Revenue Collection 104-9052 | Total |
|---|------|----------------------------|------------------------------|----------------------------------|-----------------------|------------------------------|-----------------------------|--------------------------------|---------------------------------|-----------------------------|---|------------------------------------|--------------------------------|--------------|
| Director of Public Works | | 0.70 | | | | | | | | | | | | 0.70 |
| Public Works Operations Manager | | 1 | | | | | | | | | | | | 1 |
| Administrative Analyst I/II/Senior | | 0.70 | | | | | | 1 | | | | | | 1.70 |
| Clerk/Senior Clerk | | 2.50 | | | | | | | 0.50 | | | | | 3 |
| Accounting Technician I/II/III | | | | | | | | | | | | | 2 | 2 |
| Utilities Maintenance Superintendent | | | 0.5 | | | 0.25 | | 0.25 | | | | | | 1 |
| Equipment Mechanic I/II | | | | | 3 | | | | | | | | | 3 |
| Engineering Assistant I/II/III | | | 1 | | | | | | | | | | | 1 |
| Maintenance Worker/Senior | | | 2 | 1 | | 6 | | 6 | 1 | 1 | | 1 | | 18 |
| Chief Maintenance Worker | | | | 1 | | 1 | | 1 | | | | | | 3 |
| Treatment Plant Mechanic I/II | | | | | | 1.5 | 1.5 | 1.0 | | | | | | 4 |
| Environmental Services Manager | | | | | | | | | | | | 1 | | 1 |
| Environmental Program Specialist | | | | | | | | | | | | 2 | | 2 |
| 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 |
| Public Works Maintenance Superintendent | | 1 | | | | | | | | | | | | 1 |
| Subtotal | | 5.90 | 3.84 | 2.00 | 3.00 | 9.58 | 9.50 | 10.08 | 1.50 | 1.00 | 1.00 | 3.00 | 2.00 | 52.40 |

Public Works Department Total 81.00