

## Staffing Counts by Department - 2025

	Authorized # of Positions 2024	Authorized # of Positions 2025	Authorized FTE 2024	Authorized FTE 2025
Administration CA/Mayor	7.00	7.00	6.45	6.45
City Assessor	5.00	5.00	4.50	4.50
City Attorney	5.00	5.00	4.63	4.63
Cemetery	6.00	6.00	5.50	5.50
Clerk/Treasurer	7.00	7.00	6.50	6.50
Community Development	19.00	19.00	17.25	17.25
Finance	7.00	7.00	7.00	7.00
Fire	112.00	112.00	110.50	110.50
Human Resources	4.00	4.00	4.00	4.00
Information Technology	9.00	11.00	8.50	10.50
<b>Library</b>	<b>67.00</b>	<b>63.00</b>	<b>46.38</b>	<b>44.88</b>
Municipal Court	8.00	8.00	4.28	4.28
<b>Parks, Recreation &amp; Forestry</b>	<b>51.00</b>	<b>50.00</b>	<b>47.85</b>	<b>46.85</b>
Police	171.00	171.00	163.39	163.39
<b>Public Works</b>	<b>124.00</b>	<b>123.00</b>	<b>108.34</b>	<b>106.54</b>
<b>TOTAL w/o Water Utility</b>	<b>602.00</b>	<b>598.00</b>	<b>545.07</b>	<b>542.77</b>
Water Utility	29.00	28.00	29.00	28.00

Please refer to each specific department page for details.

Seasonal employees were removed 1-1-2023

<b>ADMINISTRATION- CITY ADMINISTRATOR/MAYOR</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Mayor	E	1	1	1.00	1.00	
City Administrator	UG	1	1	1.00	1.00	
<b><i>Communications and Engagement Division</i></b>						
Communications and Engagement Manager	11	1	1	1.00	1.00	
Video Production Coordinator	8	1	1	1.00	1.00	
UI Designer	8	1	1	1.00	1.00	
Administrative Assistant	6	1	1	1.00	1.00	
AV Tech (18 hours/week)	2	1	1	0.45	0.45	
Department Total:		7	7	6.45	6.45	

<u>ASSESSOR</u>	Salary Grade	Authorized # of Positions 2024	Authorized # of Positions 2025	FTE Funded 2024	FTE Funded 2025	Changes/Notes
Assessor	12	1	1	1.00	1.00	
Real Property Lister Part Time	8	1	1	0.50	0.50	
Appraiser	7	2	2	2.00	2.00	
Clerical Assistant	4	1	1	1.00	1.00	
Department Total:		5.00	5.00	4.50	4.50	

<b>ATTORNEY</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
City Attorney	E	1	1	1.00	1.00	
Asst. City Attorney	12	2	2	2.00	2.00	
Asst. City Attorney (PT)	12	1	1	0.63	0.63	
Legal Admin Assistant	6	1	1	1.00	1.00	
Department Total:		5	5	4.63	4.63	

<b>CEMETERY</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Cemetery Director	13	1	1	1.00	1.00	
<b>Cemetery Crew Leader</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>1.00</b>	<b>1.00</b>	<b>Due to the Comp Study, the range was changed from an 11.</b>
Groundskeeper	7	2	2	2.00	2.00	
Cemetery Services Specialist	7	1	1	1.00	1.00	
Administrative Assistant (20 hrs/wk)	6	1	1	0.50	0.50	
Department Total:		6.00	6.00	5.50	5.50	

<b>CLERK/TREASURER</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
<del>City Clerk</del> <del>Treasurer</del>	11	1	1	1.00	1.00	In 2024, Clerk/Treasurer split in Clerk and Treasurer
Treasurer <del>/Deputy Clerk</del> <del>Treasurer</del>	8	1	1	1.00	1.00	Deputy clerk changed to Treasurer
Finance Analyst	7	1	1	1.00	1.00	
Administrative Assistant	6	2	2	2.00	2.00	
Account Clerk	5	1	1	1.00	1.00	
Clerical Assistant	4	1	1	0.50	0.50	
Department Total:		7	7	6.50	6.50	

<b><u>COMMUNITY DEVELOPMENT</u></b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Director of Community Development	14	1	1	1.00	1.00	
<b><i>Planning</i></b>						
Deputy Community Development Director	12	1	1	1.00	1.00	
Principal Planner	11	1	1	1.00	1.00	
Economoc Development Project Manager	11	1	1	1.00	1.00	
Senior Planner	10	1	1	1.00	1.00	
Associate Planner	7	1	1	1.00	1.00	
Administrative Assistant	6	1	1	1.00	1.00	
Planning Intern (10 hrs per week)		1	1	0.25	0.25	
<b><i>Building Inspection</i></b>						
Chief Building Inspector	11	1	1	1.00	1.00	
<b>Residential</b> Construction Inspector	9	1	1	1.00	1.00	
<b>Commercial</b> Construction Inspectir	9	1	1	1.00	1.00	
Plumbing Inspector	9	1	1	1.00	1.00	
Electrical Inspector	9	1	1	1.00	1.00	
Property Maintenance Inspector	8	3	3	3.00	3.00	
Permit Review Technician	5	1	1	1.00	1.00	
Clerical Assistant - Part Time	4	2	2	1.00	1.00	
Department Total:		19	19	17.25	17.25	

<b>FINANCE</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Finance Director	15	1	1	1.00	1.00	
Financial Proj Mgr	11	1	1	1.00	1.00	
Senior Accountant	8	1	1	1.00	1.00	
Accountant	7	2	2	2.00	2.00	
Procurement Control Analyst	7	1	1	1.00	1.00	
Finance Analyst	7	1	1	1.00	1.00	
Department Total:		7	7	7.00	7.00	

<u>FIRE</u>	Salary Grade	Authorized # of Positions 2024	Authorized # of Positions 2025	FTE Funded 2024	FTE Funded 2025	Changes/Notes
Lieutenant/Lieutenant Paramedic	U	15	15	15.00	15.00	
Inspector	U	1	1	1.00	1.00	
Firefighter/Para Med/Equip Op.	U	81	81	81.00	81.00	
Fire Chief	16	1	1	1.00	1.00	
Assistant Fire Chief	15	1	1	1.00	1.00	
Battalion Fire Chief	14	3	3	3.00	3.00	
Division Fire Chief Training (Fire/Rescue/Safety)	13	1	1	1.00	1.00	
Division Fire Chief Training (EMS and Health/Wellness)	13	1	1	1.00	1.00	
Fire Marshall	11	1	1	1.00	1.00	
Code Enforcement Inspector	8	1	1	1.00	1.00	
Office Manager	8	1	1	1.00	1.00	
Quality Assurance Coordinator (Part Time)	8	1	1	0.27	0.27	
EMS Educator (Part Time)	8	1	1	0.23	0.23	
Case Manager	8	1	1	1.00	1.00	ARPA Funded position approved by HR Committee/Council 11/7/23 through 2026
Financial Analyst	7	1	1	1.00	1.00	
Administrative Assistant	6	1	1	1.00	1.00	
Department Total:		112	112	110.50	110.50	

<b><u>HUMAN RESOURCES</u></b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Human Resources Director	15	1	1	1.00	1.00	
Assistant HR Director	11	1	1	1.00	1.00	
Human Resources Generalist	9	1	1	1.00	1.00	
Payroll Specialist	7	1	1	1.00	1.00	
Department Total:		4	4	4.00	4.00	

<b>INFORMATION TECHNOLOGY</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Director of Information Systems	15	1	1	1.00	1.00	
Technical Operations Manager	12	1	1	1.00	1.00	
Sr. ERP & Database Administrator	12	1	1	1.00	1.00	
Sr. Systems Engineer	11	1	1	1.00	1.00	
Business Solutions Architect	11	1	1	1.00	1.00	
ERP & Database Administrator	10	1	1	1.00	1.00	
System Engineer	10	1	1	1.00	1.00	
Public Safety Applications Administrator	10	1	1	1.00	1.00	
<b>Network Administrator</b>		<b>0</b>	<b>1</b>	<b>0.00</b>	<b>1.00</b>	<b>Added position due to canceling Heartland Support Desk contract. Position grade TBD.</b>
<b>PC Tech</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0.00</b>	<b>1.00</b>	<b>Added position due to canceling Heartland Support Desk contract</b>
Administrative Assistant - Part Time	6	1	1	0.50	0.50	
Department Total:		9	11	8.50	10.50	

<b>LIBRARY</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Library Director	14	1	1	1.00	1.00	
Technology Manager	11	1	1	1.00	1.00	
Community and Engagement Manager	11	1	1	1.00	1.00	
Materials Collection Services Manager	11	1	1	1.00	1.00	
Public Services Manager	11	1	1	1.00	1.00	
Administrative Services Manager	11	1	1	1.00	1.00	
Marketing and Communications Manager	10	1	1	1.00	1.00	
Maker Space Coordinator and Team Lead	9	1	1	1.00	1.00	
Special Projects Coordinaor	8	1	1	1.00	1.00	
Finance Planning Analyst	8	1	1	1.00	1.00	
Information Technology Technician II	7	1	1	1.00	1.00	
Librarian I	7	7	7	7.00	7.00	
Librarian I - Liaison	7	1	1	1.00	1.00	
Building Maintenance Coordinator	7	1	1	1.00	1.00	
Graphic Designer (25 hrs/week)	6	1	1	0.63	0.63	
Patron Relations Specialist	6	1	1	1.00	1.00	
Library Associate	5	5	5	5.00	5.00	
Library Associate (25 hrs/wk)	5	2	2	1.25	1.25	
Library Associate (20 hrs/wk)	5	5	5	2.50	2.50	
Custodian	4	3	3	2.50	2.50	
Library Assistant	2	2	2	2.00	2.00	
Library Assistant (24 hrs/wk)	2	5	5	3.00	3.00	
<b>Library Assistant (20 hrs/wk)</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>1.50</b>	<b>1.00</b>	<b>Will remove 1 Library Assistant position as part of budget process through attrition. Date TBD.</b>
<b>Page/Shelvers (20 hrs/wk)</b>	<b>1</b>	<b>8</b>	<b>7</b>	<b>4.00</b>	<b>3.50</b>	<b>Removed 1 Page/Shelver as approved through budget.</b>
<b>Page/Shelvers (10 hrs/wk)</b>	<b>1</b>	<b>12</b>	<b>10</b>	<b>3.00</b>	<b>2.50</b>	<b>Removed 2 Page/Shelvers as approved through budget.</b>
Department Total:		67	63	46.38	44.88	

**Funded by computer consortium.**

Bridges ILS Manager	9	1	1	1.00	1.00	Formerly UNICORN systems manager
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<b><u>MUNICIPAL COURT</u></b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Judge (PT)	E	1	1	0.63	0.63	
Office Manager	8	1	1	1.00	1.00	
Administrative Assistant	6	1	1	1.00	1.00	
Court Clerk	6	1	1	1.00	1.00	
Clerical Assistant (20 hrs/week)	4	1	1	0.50	0.50	
Bailiff	1	2	2	0.10	0.10	
Interpreter	1	1	1	0.05	0.05	
Total:		8	8	4.28	4.28	

<b>PARKS, RECREATION, &amp; FORESTRY</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
<b>Administration</b>						
Parks, Recreation and Forestry Director	14	1	1	1.00	1.00	
Parks and Forestry Operations Manager	11	1	1	1.00	1.00	
Customer and Administrative Services Mgr.	11	1	1	1.00	1.00	
Office Supervisor	7	1	1	1.00	1.00	
Marketing Coordinator (25 hrs/wk)	6	1	1	0.63	0.63	
Administrative Assistant	6	1	1	1.00	1.00	
Account Clerk (25 hrs/wk)	5	1	1	0.63	0.63	
Customer Service Specialist	5	2	2	1.63	1.63	
Total:		9	9	7.89	7.89	
<b>Grounds Maintenance Division</b>						
Grounds Supervisor	10	1	1	1.00	1.00	
Assistant Supervisor	9	1	1	1.00	1.00	
Grounds Maintenance	6	10	10	10.00	10.00	
Total:		12	12	12.00	12.00	
<b>Building Maintenance Division</b>						
Building Supervisor	10	1	1	1.00	1.00	
Assistant Supervisor	9	1	1	1.00	1.00	
Maintenance Specialist	8	2	2	2.00	2.00	
Building Maintenance	6	3	3	2.70	2.70	
Custodian	4	1	1	0.63	0.63	
Total:		8	8	7.33	7.33	
<b>Recreation Division</b>						
Recreation Services Manager	11	1	1	1.00	1.00	
Recreation Supervisor	10	2	2	2.00	2.00	
Recreation Programmer	9	1	1	1.00	1.00	
Recreation Facilities Coordinator	9	1	1	1.00	1.00	
SPARS Coordinator	9	1	1	1.00	1.00	
Community Learning Center Coordinator	9	1	1	0.63	0.63	Grant funded position
Volunteer Coordinator	8	1	1	0.50	0.50	
Sports Coordinator	7	1	1	1.00	1.00	
Special Event Coordinator	7	1	1	1.00	1.00	
Total:		10	10	9.13	9.13	
<b>Forestry</b>						
Forestry Supervisor	10	1	1	1.00	1.00	Due to the Comp Study, the range was changed from an 11.
Assistant Supervisor	9	1	1	1.00	1.00	
Arborist	6	8	8	7.50	7.50	
Total:		10	10	9.50	9.50	
<b>Maintenance Support Operations</b>						
Mechanic	6	1	0	1.00	0.00	Transfer of PRF Mechanic position to DPW - approved by Tony Brown 12/16/2024.
Stockroom Attendant	6	1	1	1.00	1.00	
Total:		2	1	2.00	1.00	
Department Total:		51	50	47.85	46.85	

<b><u>POLICE</u></b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
Detective	U	17	17	17.00	17.00	1 Patrol Officer assigned as an Acting Detective in 2022
<b>Police Specialist</b>	<b>U</b>	<b>2</b>	<b>2</b>	<b>2.00</b>	<b>2.00</b>	<b>2 Police Specialists approved by CMV grant through 12/31/2026</b>
Police Specialist	U	7	7	7.00	7.00	
Patrol Officer	U	78	78	78.00	78.00	13 Patrol Officers assigned as Acting Specialists (7 NEU's, 6 SRO's)
Chief of Police	16	1	1	1.00	1.00	
Assistant Chief	15	2	2	2.00	2.00	
Captain	14	3	3	3.00	3.00	
Lieutenant	13	6	6	6.00	6.00	
Sergeant	12	9	9	9.00	9.00	
Community Relations Sgt.	12	1	1	1.00	1.00	
Emergency Communications Center Manager	10	1	1	1.00	1.00	
Office Manager	8	1	1	1.00	1.00	
Emergency Communications Center Supervisor (ECCS)	8	2	2	2.00	2.00	
Parking Enforcement Agent Supervisor	8	1	1	1.00	1.00	
Dispatcher	7	15	15	15.00	15.00	
Building Maintenance Coordinator	7	2	2	1.00	1.00	
Parking Enforcement Agent	6	6	6	2.39	2.39	
<del>Clerical Assistant</del> Administrative Assistant	4	11	9	11.00	10.00	Full time clerical assistants reclassified to administrative assistants
<b>Clerical Assistant</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>0.00</b>	<b>1.00</b>	<b>Two part-time clerical assistants</b>
Community Service Officers (20 hrs/wk)	2	6	6	3.00	3.00	
Department Total:		171	171	163.39	163.39	

PUBLIC WORKS	Salary Grade	Authorized # of Positions 2024	Authorized # of Positions 2025	FTE Funded 2024	FTE Funded 2025	Changes/Notes
<b>Administration</b>						
Director of Public Works	15	1	1	1.00	1.00	
GIS Coordinator	9	1	1	1.00	1.00	
Office Manager	8	1	1	1.00	1.00	
Municipal Parking Supervisor	8	1	1	1.00	1.00	
Building Maintenance Coordinator	7	1	1	1.00	1.00	
GIS Specialist	7	1	1	1.00	1.00	
Account Clerk	5	1	1	1.00	1.00	
Clerical Assistant	4	1	1	1.00	1.00	
Municipal Parking Clerk	2	1	1	0.50	0.50	
Total:		9	9	8.50	8.50	
<b>Engineering Division</b>						
City Engineer/Deputy Director	14	1	1	1.00	1.00	
Engineer III	12	4	3	4.00	3.00	Reclassified one EIII to Facilities and Construction Manager
Facilities and Construction Manager	11	0	1	0.00	1.00	See above
Engineer II	10	3	3	3.00	3.00	One EII working as EI until PE is obtained
Engineering Technician Supervisor	9	1	1	1.00	1.00	
Solid Waste Coordinator	9	1	1	1.00	1.00	
Engineer I	8	2	2	2.00	2.00	
Storm Water Technician	8	1	1	1.00	1.00	
Sr. Engineering Technician	7	3	3	3.00	3.00	Reclassified Engineering Tech Survey to Sr Engineering Tech
Engineering Technician	6	1	1	1.00	1.00	Reclassified Engineering Tech Survey to Sr Engineering Tech
Project Engineer	UG	1	1	0.80	0.00	Unfunded for 2025 but remained authorized
Total:		18	18	17.80	17.00	
<b>Transit System Utility Division</b>						
Transit Manager	12	1	1	1.00	1.00	
Security Guard	2	5	5	1.90	1.90	
Total:		6	6	2.9	2.9	
<b>Clean Water Plant</b>						
CWP Manager	12	1	1	1.00	1.00	
Engineer III	12	1	1	1.00	1.00	
Maintenance Supervisor	11	1	1	1.00	1.00	
Process Control Supervisor	11	1	1	1.00	1.00	
Pretreatment Coordinator	9	1	1	1.00	1.00	
SCADA Tech	8	1	1	1.00	1.00	
Pretreatment/Laboratory Technician	7	2	2	2.00	2.00	
Pretreatment Sampling Technician	7	1	1	1.00	1.00	
Operator	7	14	14	14.00	14.00	
Administrative Assistant	6	1	1	1.00	1.00	
Stockroom Attendant	5	1	1	1.00	1.00	
Total:		25	25	25.00	25.00	
<b>Streets Division</b>						
Fleet Manager	11	0	1	0.00	1.00	Will reclassify one streets supervisor to fleet manager
Streets Supervisor	10	3	2	3.00	2.00	
Streets Crew Leader	8	3	3	3.00	3.00	
Heavy Equipment Operator	7	6	6	6.00	6.00	
Mechanic/Welder	6	8	9	8.00	9.00	Transfer of PRF Mechanic position to DPW - approved by Tony Brown 12/16/2024.
Equipment Operator	6	30	28	30.00	28.00	Removed 2 Equipment Operator positions as approved through budget
Account Clerk (30 hrs/wk)	5	1	1	0.75	0.75	
Stockroom Attendant	5	1	1	1.00	1.00	
Mechanics Helper	5	1	1	1.00	1.00	
Total:		53	52	52.75	51.75	
<b>Recycling Center</b>						
Drop Off Center Monitors	1	13	13	1.39	1.39	
Department Total:		124	123	108.34	106.54	

<b>WATER UTILITY</b>	<b>Salary Grade</b>	<b>Authorized # of Positions 2024</b>	<b>Authorized # of Positions 2025</b>	<b>FTE Funded 2024</b>	<b>FTE Funded 2025</b>	<b>Changes/Notes</b>
General Manager	NU	1	1	1.00	1.00	
Assistant Manager/HR Administrator	NU	1	1	1.00	1.00	
Administrative Services Manager	NU	1	1	1.00	1.00	
Customer Service Assistant	NU	1	1	1.00	1.00	
Accounting Assistant	NU	1	1	1.00	1.00	
Billing Coordinator	NU	1	1	1.00	1.00	
Senior Accountant	NU	1	1	1.00	1.00	
Engineering Technician/GIS	NU	1	1	1.00	1.00	
Operations Assistant	NU	1	1	1.00	1.00	
Engineering Technician/Operations	NU	1	1	1.00	1.00	
Operations Manager	NU	1	1	1.00	1.00	
Lead Operator	NU	2	2	2.00	2.00	
Operator I	NU	7	7	7.00	7.00	
Locations Tech	NU	1	1	1.00	1.00	
Meter Service Worker	NU	2	2	2.00	2.00	
Operator II	NU	3	3	3.00	3.00	
Customer Relations Assistant	NU	1	1	1.00	1.00	
Technical Services Manager	NU	1	1	1.00	1.00	
Total:		28	28	28.00	28.00	