

**HUMAN RESOURCES MEMORANDUM**  
**#5-2021**

**DATE:** Sept. 20, 2021

**TO:** Honorable Mayor Meredith Leighty and City Council Members

**THROUGH:** Heather Geyer, City Manager *hmg*

**FROM:** Tamara Dixon, Human Resources Director and Chief Diversity Officer *TD*

**SUBJECT:** CR-96 – 2021 Pay Plan and Personnel Summary Amendment

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**PURPOSE**

To consider CR-96, a resolution approving amendments to the 2021 Pay Plan and Personnel Summary specific to the City Manager's Office and the Parks, Recreation & Culture Department. Staff is proposing the addition of 1 Full-Time Equivalent (FTE) Crisis Response Unit Manager, 2.5 FTE Co-Responder positions, and the reclassification of the current .5 FTE Resource Navigator to 1 FTE.

In addition, staff is requesting to add the title of "Slide Attendant" to the current Lifeguard role in response to the opening of the slide at the new Recreation Center. The current budget personnel summary reads "Lifeguard (Lifeguard Instructor, Water Safety Instructor)." The request is to amend the budget personnel summary to read "Lifeguard (Lifeguard Instructor, Water Safety Instructor, Slide Attendant)."

Additionally, due to restructuring of the Municipal Court, the Assistant to the City Manager position would be reclassified to pay grade 130, resulting in an equity adjustment for the incumbent to the minimum of the new pay grade.

**BACKGROUND**

*City Manager's Office*

On Aug. 2 and Aug. 16, staff presented to Council the Crisis Response Unit Pilot Program. Council reached consensus on Aug. 23 to utilize American Rescue Plan Act (ARPA) monies to fund the program. In addition, Council was supportive to start the program as quickly as possible.

Staff is requesting to amend the adopted 2021 Pay Plan and Personnel Summary by adding the four FTE positions outlined above. Additionally, staff is requesting to reclassify the Assistant to the City Manager position to grade 130. The Assistant to the City Manager position will assume responsibility for the Municipal Court, which includes a supervisor in grade 120.

*Parks, Recreation and Culture Department*

Slide Attendants at the new Recreation Center do not need to be certified. The department requests an amendment to the adopted 2021 Personnel Summary to add the title of Slide Attendant and allow employees to move through the various water safety positions as they earn additional certifications and take on the additional responsibility of teaching swim lessons.

**BUDGET/TIME IMPLICATIONS**

Funding for the proposed reclassification and personnel summary amendments will be in the General Fund budget.

**STAFF RECOMMENDATION**

Staff recommends approval of CR-96, which would amend the 2021 Pay Plan and Personnel Summary by increasing the City Manager Department's FTE count by four positions and adding the title of Slide Attendant. Staff also recommends the proposed movement of the Assistant to the City Manager to the minimum of grade 130.

**STAFF REFERENCE**

If Council members have any questions, please contact Tamara Dixon, Human Resources Director and Chief Diversity Officer, at [tdixon@northglenn.org](mailto:tdixon@northglenn.org) or 303.450.8877.

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-96  
Series of 2021

\_\_\_\_\_  
Series of 2021

A RESOLUTION ADOPTING THE CITY OF NORTHGLENN 2021 PAY PLAN, AS AMENDED, AND AMENDING THE CITY OF NORTHGLENN 2021 PERSONNEL SUMMARY

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City of Northglenn 2021 Pay Plan, attached hereto as **Exhibit 1**, is hereby adopted as amended, effective September 20, 2021, with the following modifications:

- A. City Manager's Office: Addition of Crisis Response Co-Responder and Crisis Response Program Manager positions;
- B. City Manager's Office: Reclassification of Community Resource Navigator position from Grade 60 to Grade 70 and Assistant to City Manager position from Grade 110 to Grade 130; and
- C. Parks, Recreation and Culture Department: Addition of Lifeguard Slide Attendant title.

Section 2. The 2021 Pay Plan, as amended, supersedes and replaces all pay plans that have previously been adopted.

Section 3. The City of Northglenn 2021 Personnel Summary is hereby amended, as more particularly described in the attachment hereto marked as **Exhibit 2**, effective September 20, 2021.

Section 4. The previous 2021 Personnel Summary is hereby repealed.

DATED at Northglenn, Colorado, this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
MEREDITH LEIGHTY  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

\_\_\_\_\_  
COREY Y. HOFFMANN  
City Attorney

## 2021 Pay Plan

| Salary Grade | City of Northglenn Job Title  | Range Minimum       | Range Midpoint      | Range Maximum       |
|--------------|---|---------------------|---------------------|---------------------|
| 10           | Cashier<br>Drop in Sports Supervisor<br>Pedal Boat Attendant<br>Scorekeeper<br>Seasonal Trainee<br>Youth Sports Supervisor  | \$31,200<br>\$15.00 | \$35,880<br>\$17.25 | \$40,560<br>\$19.50 |
| 20           | Clerical Assistant<br>Day Camp Aide<br>Lifeguard (Lifeguard Instructor, Water Safety Instructor, Slide Attendant)<br>Preschool Aide<br>Seasonal Laborer<br>Seasonal Park Ranger   | \$32,600<br>\$15.67 | \$37,500<br>\$18.03 | \$42,400<br>\$20.38 |
| 30           | Administrative Clerk<br>Aquatics Instructor - Non Certified<br>Custodian<br>Day Camp Leader<br>Fitness Instructor - Non Certified<br>Guest Relations Specialist<br>Intern<br>Lifeguard/Swim Instructor<br>Seasonal Specialist<br>Theatre Instructor | \$34,300<br>\$16.49 | \$39,500<br>\$18.99 | \$44,700<br>\$21.49 |
| 40           | Day Camp Director<br>Head Lifeguard<br>Municipal Services Worker I - Sanitation<br>Municipal Services Worker I - Streets<br>Municipal Services Worker I - Utilities<br>Parks Maintenance Worker I<br>Recreation Assistant                           | \$35,000<br>\$16.83 | \$42,000<br>\$20.19 | \$49,000<br>\$23.56 |
| 50           |   | \$39,000<br>\$18.75 | \$46,850<br>\$22.52 | \$54,700<br>\$26.30 |

# 2021 Pay Plan

| Salary Grade | City of Northglenn Job Title   | Range Minimum              | Range Midpoint             | Range Maximum              |
|--------------|--|----------------------------|----------------------------|----------------------------|
|              | Administrative Specialist<br>Aquatics Instructor - Certified<br>FISS Customer Service Representative<br>Fitness Instructor - Certified<br>Municipal Services Worker II - Sanitation<br>Municipal Services Worker II - Streets<br>Municipal Services Worker II - Utilities<br>Parks Maintenance Worker II<br>Police Records Specialist<br>Preschool Instructor<br>Utility Plant Operator D  |                            |                            |                            |
| 60           |  | <b>\$44,600</b><br>\$21.44 | <b>\$54,600</b><br>\$26.25 | <b>\$64,600</b><br>\$31.06 |
|              | Accounting Specialist<br>Administrative Assistant<br>Community Services Coordinator<br>Court Clerk<br>Digital Technician<br>Facilities Maintenance Technician<br>Fleet Services Technician<br>Heavy Equipment Operator<br>Human Resources Technician<br>Lab Technician<br>Lead Police Records Specialist<br>Meter Technician<br>Municipal Services Worker III - Sanitation<br>Municipal Services Worker III - Streets<br>Municipal Services Worker III - Utilities<br>Parks Maintenance Worker III<br>Planning Technician<br>Probation Officer<br>Sales Tax Specialist<br>Traffic Operations Technician<br>Utility Locate Maintenance Worker<br>Utility Plant Operator C<br>Utility Technician |                            |                            |                            |
| 70           |  | <b>\$48,600</b><br>\$23.37 | <b>\$59,500</b><br>\$28.61 | <b>\$70,400</b><br>\$33.85 |
|              | Administrative Technician<br>Animal Control Officer<br>Central Records Coordinator   |                            |                            |                            |

# 2021 Pay Plan

| Salary Grade | City of Northglenn Job Title               | Range Minimum   | Range Midpoint  | Range Maximum   |
|--------------|--|-----------------|-----------------|-----------------|
|              | Construction Inspector                     |                 |                 |                 |
|              | <b>Community Resource Navigator</b>        |                 |                 |                 |
|              | Lead Facilities Maintenance Technician     |                 |                 |                 |
|              | Lead Municipal Services Worker             |                 |                 |                 |
|              | Neighborhood Services Officer              |                 |                 |                 |
|              | Parks Coordinator                          |                 |                 |                 |
|              | Planner I                                  |                 |                 |                 |
|              | Property Evidence Custodian                |                 |                 |                 |
|              | Recreation Coordinator                     |                 |                 |                 |
|              | Tech Support Specialist II                 |                 |                 |                 |
|              | Theatre Technician                         |                 |                 |                 |
|              | Utility Plant Operator B                   |                 |                 |                 |
| <b>80</b>    |  | <b>\$56,300</b> | <b>\$69,000</b> | <b>\$81,700</b> |
|              |  | \$27.07         | \$33.17         | \$39.28         |
|              | Accountant II                              |                 |                 |                 |
|              | Community Outreach Coordinator             |                 |                 |                 |
|              | <b>Crisis Response Co-Responder</b>        |                 |                 |                 |
|              | Deputy City Clerk                          |                 |                 |                 |
|              | Economic Development Specialist            |                 |                 |                 |
|              | Electrical Mechanical Technician I         |                 |                 |                 |
|              | GIS Specialist                             |                 |                 |                 |
|              | Human Resources Analyst                    |                 |                 |                 |
|              | Industrial Pretreatment Specialist         |                 |                 |                 |
|              | Planner II                                 |                 |                 |                 |
|              | Public Communications Specialist           |                 |                 |                 |
|              | Records Supervisor                         |                 |                 |                 |
|              | Risk Analyst                               |                 |                 |                 |
|              | Sales Tax Auditor II                       |                 |                 |                 |
|              | Special Events Coordinator                 |                 |                 |                 |
|              | Specialized Fitness Instructor             |                 |                 |                 |
|              | Utility Plant Operator A                   |                 |                 |                 |
| <b>90</b>    |  | <b>\$63,700</b> | <b>\$78,000</b> | <b>\$92,300</b> |
|              |  | \$30.63         | \$37.50         | \$44.38         |
|              | Executive Assistant                        |                 |                 |                 |
|              | Facility Maintenance Supervisor            |                 |                 |                 |
|              | Fleet Services Supervisor                  |                 |                 |                 |
|              | Lab Analyst                                |                 |                 |                 |
|              | Master Electrician                         |                 |                 |                 |
|              | Municipal Services Supervisor - Sanitation |                 |                 |                 |
|              | Municipal Services Supervisor - Streets    |                 |                 |                 |
|              | Municipal Services Supervisor - Utilities  |                 |                 |                 |

# 2021 Pay Plan

| Salary Grade   | City of Northglenn Job Title             | Range Minimum | Range Midpoint | Range Maximum |
|----------------|--|---------------|----------------|---------------|
| 100            | Neighborhood Services Supervisor         | \$69,000      | \$84,500       | \$100,000     |
|                | Parks Supervisor                         |               |                |               |
|                | Project Manager                          |               |                |               |
|                | Recreation Programs Supervisor           |               |                |               |
|                | Revenue Supervisor                       |               |                |               |
|                | Special Events Supervisor                |               |                |               |
|                | Stormwater Coordinator                   |               |                |               |
|                | Water Quality Coordinator                |               |                |               |
|                | Water Resources Analyst                  |               |                |               |
| 110            | Chief Plant Operator                     | \$73,200      | \$91,500       | \$109,800     |
|                | Criminal Information Systems Coordinator |               |                |               |
|                | Crisis Response Program Manager          |               |                |               |
|                | Civil Engineer I                         |               |                |               |
|                | Crime Analyst/PIO                        |               |                |               |
|                | Criminalist                              |               |                |               |
|                | Electrical/Mechanical Supervisor         |               |                |               |
|                | IT Resource Coordinator                  |               |                |               |
|                | Senior Human Resources Analyst           |               |                |               |
|                | Assistant to City Manager                |               |                |               |
|                | Lab Supervisor                           |               |                |               |
| Senior Planner |  |               |                |               |
| 120            | Civil Engineer II                        | \$82,800      | \$103,500      | \$124,200     |
|                | Municipal Court Supervisor               |               |                |               |
|                | Sales Tax Manager                        |               |                |               |
|                | Senior Network Administrator             |               |                |               |
|                | Software Engineer                        |               |                |               |
|                | Water Resources Administrator            |               |                |               |
|                |  |               |                |               |
| 130            | Accounting Manager                       | \$91,200      | \$114,000      | \$136,800     |
|                | Assistant to City Manager                |               |                |               |
|                | Environmental Manager                    |               |                |               |
|                | Ops Manager - Maintenance & Operations   |               |                |               |
|                |  |               |                |               |

# 2021 Pay Plan

| Salary Grade | City of Northglenn Job Title   | Range Minimum               | Range Midpoint               | Range Maximum                |
|--------------|--|-----------------------------|------------------------------|------------------------------|
|              | Ops Manager - Utilities<br>Planning Manager<br>Recreation Manager<br>Senior Engineer   |                             |                              |                              |
| 140          |  | <b>\$107,200</b><br>\$51.54 | <b>\$134,000</b><br>\$64.42  | <b>\$160,800</b><br>\$77.31  |
|              | Engineering Manager  |                             |                              |                              |
| 150          |  | <b>\$120,000</b><br>\$57.69 | <b>\$150,000</b><br>\$72.12  | <b>\$180,000</b><br>\$86.54  |
|              | Director of Communications<br>Director of Economic Development<br>Director of Finance<br>Director of Human Resources<br>Director of Parks, Recreation, and Culture<br>Director of Planning and Development<br>Director of Technology |                             |                              |                              |
| 160          |  | <b>\$132,800</b><br>\$63.85 | <b>\$166,000</b><br>\$79.81  | <b>\$199,200</b><br>\$95.77  |
|              | Director of Public Works   |                             |                              |                              |
|              | City Clerk   | <b>\$91,800</b><br>\$44.13  | <b>\$114,800</b><br>\$55.19  | <b>\$137,800</b><br>\$66.25  |
|              | City Manager   | <b>\$170,900</b><br>\$82.16 | <b>\$213,600</b><br>\$102.69 | <b>\$256,300</b><br>\$123.22 |



## 2021 Pay Plan - Sworn Officers

| Job Title    | Range Minimum        | Range Midpoint       | Range Maximum        |
|--------------|----------------------|----------------------|----------------------|
| Sergeant     | \$94,200<br>\$45.29  | \$110,700<br>\$53.22 | \$127,200<br>\$61.15 |
| Lieutenant   | \$96,700<br>\$46.49  | \$118,500<br>\$56.97 | \$140,300<br>\$67.45 |
| Commander    | \$106,100<br>\$51.01 | \$130,000<br>\$62.50 | \$153,900<br>\$73.99 |
| Deputy Chief | \$114,700<br>\$55.14 | \$143,385<br>\$68.94 | \$172,070<br>\$82.73 |
| Chief        | \$129,700<br>\$62.36 | \$162,150<br>\$77.96 | \$194,600<br>\$93.56 |

| Police Officer          | 2021 Step Plan |          |          |          |          |          |          |
|-------------------------|----------------|----------|----------|----------|----------|----------|----------|
|                         | \$59,850       | \$62,843 | \$65,985 | \$72,583 | \$78,390 | \$84,661 | \$89,741 |
|                         | \$28.77        | \$30.21  | \$31.72  | \$34.90  | \$37.69  | \$40.70  | \$43.14  |
| Step                    | 1              | 2        | 3        | 4        | 5        | 6        | 7        |
| % spread between steps: |                | 5.0%     | 5.0%     | 10.0%    | 8.0%     | 8.0%     | 6.0%     |

2021 Adopted  
Budget Personnel Summary

| Department/Position                      | 2019 Audited Amount | 2020 Adopted Budget | 2020 Year End Estimate | 2021 Adopted Budget |
|--|---------------------|---------------------|------------------------|---------------------|
| <u>City Manager</u>                      |                     |                     |                        |                     |
| City Manager                             | 1.00                | 1.00                | 1.00                   | 1.00                |
| Assistant to the City Manager            | -                   | 1.00                | 1.00                   | 1.00                |
| Clerical Assistant                       | 0.30                | 0.30                | 0.30                   | 0.30                |
| Communications Director                  | 1.00                | 1.00                | 1.00                   | 1.00                |
| Community Outreach Coordinator           | 1.00                | 1.00                | 1.00                   | 1.00                |
| Community Resource Navigator             | -                   | 0.50                | 0.50                   | 1.00                |
| Community Services Coordinator           | 0.30                | 0.30                | 0.30                   | 0.30                |
| Court Clerk                              | 4.00                | 4.00                | 4.00                   | 4.00                |
| Crisis Response Program Manager          | -                   | -                   | -                      | 1.00                |
| Crisis Response Co-Responder             | -                   | -                   | -                      | 2.50                |
| Economic Development Coordinator         | 1.00                | 1.00                | 1.00                   | 1.00                |
| Economic Development Director            | 1.00                | 1.00                | 1.00                   | 1.00                |
| Executive Asst. To City Manager          | 1.00                | 1.00                | 1.00                   | 1.00                |
| Municipal Court Supervisor               | 1.00                | 1.00                | 1.00                   | 1.00                |
| Probation Officer                        | 0.40                | 0.40                | 0.40                   | 0.40                |
| Public Communications Specialist         | 2.00                | 2.00                | 2.00                   | 2.00                |
| Special Events Coordinator               | 1.00                | 1.00                | 1.00                   | 1.00                |
| Special Events Supervisor                | 1.00                | 1.00                | 1.00                   | 1.00                |
| <b>Total</b>                             | <b>16.00</b>        | <b>17.50</b>        | <b>17.50</b>           | <b>21.50</b>        |
| <u>City Clerk</u>                        |                     |                     |                        |                     |
| City Clerk                               | 1.00                | 1.00                | 1.00                   | 1.00                |
| Deputy City Clerk/Licensing Specialist   | 1.00                | 1.00                | 1.00                   | 1.00                |
| Central Records Specialist               | 1.00                | -                   | -                      | -                   |
| Central Records Coordinator              | -                   | -                   | 1.00                   | 1.00                |
| Admin (I,II,III)                         | 0.50                | 0.50                | 0.50                   | 1.00                |
| <b>Total</b>                             | <b>3.50</b>         | <b>2.50</b>         | <b>3.50</b>            | <b>4.00</b>         |
| <u>Human Resources</u>                   |                     |                     |                        |                     |
| Director of Human Resources              | 1.00                | 1.00                | 1.00                   | 1.00                |
| Human Resources Analyst                  | 1.00                | 1.00                | 1.00                   | 1.00                |
| Human Resources Technician               | 1.00                | 1.00                | 1.00                   | 1.00                |
| Risk Analyst                             | 1.00                | 1.00                | 1.00                   | 1.00                |
| Sr. Human Resources Analyst              | 1.00                | 1.00                | 1.00                   | 1.00                |
| <b>Total</b>                             | <b>5.00</b>         | <b>5.00</b>         | <b>5.00</b>            | <b>5.00</b>         |
| <u>Technology</u>                        |                     |                     |                        |                     |
| Director Of Technology                   | 1.00                | 1.00                | 1.00                   | 1.00                |
| Criminal Information Systems Coordinator | 1.00                | 1.00                | 1.00                   | 1.00                |
| IT Resource Coordinator                  | 1.00                | 1.00                | 1.00                   | 1.00                |
| Software Engineer                        | 1.00                | 1.00                | 1.00                   | 1.00                |
| Sr. Network Administrator                | 1.00                | 1.00                | 1.00                   | 1.00                |
| Technical Support Specialist II          | 1.00                | 1.00                | 1.00                   | 1.00                |
| <b>Total</b>                             | <b>6.00</b>         | <b>6.00</b>         | <b>6.00</b>            | <b>6.00</b>         |

**2021 Adopted  
Budget Personnel Summary**

| <b>Department/Position</b>   | <b>2019<br/>Audited<br/>Amount</b> | <b>2020<br/>Adopted<br/>Budget</b> | <b>2020 Year<br/>End<br/>Estimate</b> | <b>2021<br/>Adopted<br/>Budget</b> |
|--|------------------------------------|------------------------------------|---------------------------------------|------------------------------------|
| <i><u>Finance</u></i>  |                                    |                                    |                                       |                                    |
| Director Of Finance  | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Accountant II  | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Accounting Specialist  | 3.00                               | 3.00                               | 3.00                                  | 3.00                               |
| Controller/Accounting Manager  | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Customer Service Representative  | 1.60                               | 1.60                               | 1.60                                  | 1.60                               |
| Revenue Supervisor   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Sales Tax Auditor II   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Sales Tax Manager  | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Sales Tax Specialist   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| <b>Total</b>   | <b>11.60</b>                       | <b>11.60</b>                       | <b>11.60</b>                          | <b>11.60</b>                       |
| <i><u>Planning &amp; Development</u></i>                                   |                                    |                                    |                                       |                                    |
| Director Of Planning & Development   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Admin (I,II,III)   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Neighborhood Services Officer  | 5.00                               | 5.00                               | 5.00                                  | 4.00                               |
| Neighborhood Services Supervisor   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Planner (Tech, I, II)  | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Planning Manager   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Senior Planner   | 2.00                               | 2.00                               | 2.00                                  | 2.00                               |
| <b>Total</b>   | <b>12.00</b>                       | <b>12.00</b>                       | <b>12.00</b>                          | <b>11.00</b>                       |
| <i><u>Parks, Recreation, &amp; Culture</u></i>                             |                                    |                                    |                                       |                                    |
| Director Of Parks And Recreation   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Admin (I,II,III)   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Aquafit Instructor   | 0.51                               | 0.51                               | 0.51                                  | 0.51                               |
| Custodian  | 2.80                               | 2.80                               | 2.80                                  | 6.48                               |
| Day Camp Aide  | 0.10                               | 0.10                               | 0.10                                  | 0.10                               |
| Day Camp Assistant Director  | 0.20                               | 0.20                               | 0.20                                  | 0.20                               |
| Drop-In Sports Supervisor  | 1.60                               | 1.60                               | 1.60                                  | 3.10                               |
| Fitness (Certified/Special) Instructor                                     | 1.02                               | 1.02                               | 1.02                                  | 3.65                               |
| Foreman - Parks  | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Guest Relations Specialist   | 4.03                               | 4.03                               | 4.03                                  | 4.03                               |
| Lifeguard (Lifeguard Instructor, Water Safety Instructor, Slide Attendant) | 6.39                               | 6.39                               | 6.39                                  | 12.39                              |
| Parks Maintenance Coordinator  | -                                  | 2.00                               | 2.00                                  | 2.00                               |
| Parks Maintenance Worker (I,II,III)  | 15.00                              | 14.00                              | 14.00                                 | 14.00                              |
| Preschool Aide   | 0.39                               | 0.39                               | 0.39                                  | 0.39                               |
| Preschool Instructor   | 1.50                               | 1.50                               | 1.50                                  | 1.50                               |
| Project Manager - Parks & Recreation                                       | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Recreation Assistant   | 1.00                               | 0.50                               | 0.50                                  | 1.00                               |
| Recreation Coordinator   | 7.25                               | 8.05                               | 8.05                                  | 10.00                              |
| Recreation Manager   | -                                  | -                                  | -                                     | 2.00                               |
| Recreation Programs Supervisor   | 3.00                               | 3.00                               | 3.00                                  | 3.00                               |
| Technical Assistant  | -                                  | -                                  | -                                     | 1.00                               |
| Theatre Technician   | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Weight Training Instructor   | 0.30                               | 0.30                               | 0.30                                  | 0.30                               |
| <b>Total</b>   | <b>50.09</b>                       | <b>51.39</b>                       | <b>51.39</b>                          | <b>70.65</b>                       |

**2021 Adopted  
Budget Personnel Summary**

| <b>Department/Position</b>     | <b>2019<br/>Audited<br/>Amount</b> | <b>2020<br/>Adopted<br/>Budget</b> | <b>2020 Year<br/>End<br/>Estimate</b> | <b>2021<br/>Adopted<br/>Budget</b> |
|--------------------------------|------------------------------------|------------------------------------|---------------------------------------|------------------------------------|
| <b><u>Police</u></b>           |                                    |                                    |                                       |                                    |
| Chief Of Police                | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Admin (I,II,III)               | 2.00                               | 2.00                               | 2.00                                  | 2.00                               |
| Administrative Clerk           | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Animal Control Officer         | 2.00                               | 2.00                               | 2.00                                  | 2.00                               |
| Crime Analyst/PIO              | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Criminalist                    | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Custodian                      | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Deputy Chief                   | -                                  | -                                  | -                                     | 1.00                               |
| Digital Technician             | -                                  | -                                  | -                                     | 1.00                               |
| Division Commander             | 4.00                               | 4.00                               | 4.00                                  | 2.00                               |
| Lead Police Records Specialist | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Lieutenant                     | -                                  | -                                  | -                                     | 3.00                               |
| Police Officer                 | 56.00                              | 59.00                              | 59.00                                 | 63.00                              |
| Police Records Specialist      | 9.00                               | 9.00                               | 9.00                                  | 9.00                               |
| Property/Evidence Custodian    | 1.50                               | 1.50                               | 1.50                                  | 1.50                               |
| Records Unit Supervisor        | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Sergeant                       | 9.00                               | 9.00                               | 9.00                                  | 7.00                               |
| <b>Total</b>                   | <b>90.50</b>                       | <b>93.50</b>                       | <b>93.50</b>                          | <b>98.50</b>                       |

**Public Works**

|  |      |      |      |      |
|--|------|------|------|------|
| Director Of Public Works/Utilities                     | 1.00 | 1.00 | 1.00 | 1.00 |
| Admin (I,II,III)                                       | 4.00 | 4.00 | 4.00 | 4.00 |
| Chief Plant Operator                                   | 2.00 | 2.00 | 2.00 | 2.00 |
| Civil Engineer (EIT, PE, Senior)                       | 5.00 | 6.00 | 6.00 | 6.00 |
| Construction Inspector                                 | 1.00 | 1.00 | 1.00 | 1.00 |
| Custodian  | 0.80 | 0.80 | 0.80 | 0.80 |
| Electrical/Mechanical Tech I                           | 2.00 | 3.00 | 3.00 | 3.00 |
| Electrical/Mechanical Supervisor                       | 1.00 | 1.00 | 1.00 | 1.00 |
| Engineering Manager                                    | 1.00 | -    | -    | -    |
| Environmental Manager                                  | -    | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Supervisor                      | 1.00 | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Technician(I, Lead)             | 3.00 | 4.00 | 4.00 | 4.00 |
| Fleet Services Supervisor                              | 1.00 | 1.00 | 1.00 | 1.00 |
| Fleet Services Technician                              | 2.00 | 2.00 | 2.00 | 2.00 |
| GIS Specialist   | 1.00 | 1.00 | 1.00 | 1.00 |
| Heavy Equipment Operator                               | -    | 1.00 | 1.00 | 1.00 |
| Industrial Pretreatment/Backflow Prevention Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Lab Analyst  | 2.00 | 2.00 | 2.00 | 2.00 |
| Lab Supervisor   | 1.00 | 1.00 | 1.00 | 1.00 |
| Lab Technician   | 1.00 | 1.00 | 1.00 | 1.00 |
| Master Electrician                                     | 1.00 | -    | -    | -    |
| Meter Technician                                       | 1.00 | 1.00 | 1.00 | 1.00 |
| MSW/Collection & Distribution (I, II, III, Lead)       | 7.00 | 6.00 | 6.00 | 6.00 |
| MSW/Sanitation (I, II, III, Lead)                      | 7.00 | 7.00 | 8.00 | 8.00 |
| MSW/Streets (I, II, III, Lead)                         | 7.00 | 7.00 | 7.00 | 7.00 |

**2021 Adopted  
Budget Personnel Summary**

| <b>Department/Position</b>                 | <b>2019<br/>Audited<br/>Amount</b> | <b>2020<br/>Adopted<br/>Budget</b> | <b>2020 Year<br/>End<br/>Estimate</b> | <b>2021<br/>Adopted<br/>Budget</b> |
|--|------------------------------------|------------------------------------|---------------------------------------|------------------------------------|
| Municipal Services Supervisor - Streets    | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Municipal Services Supervisor / Sanitation | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Municipal Supervisor/Utilities             | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Operations Manager                         | 2.00                               | 2.00                               | 2.00                                  | 2.00                               |
| Stormwater Coordinator                     | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Traffic Technician                         | -                                  | 1.00                               | 1.00                                  | 1.00                               |
| Utility Plant Operator (A, B, C, D)        | 12.00                              | 11.00                              | 11.00                                 | 11.00                              |
| Utility Technician                         | -                                  | 1.00                               | 1.00                                  | 1.00                               |
| Water Quality Coordinator                  | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Water Resources Administrator              | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| Water Resources Analyst                    | 1.00                               | 1.00                               | 1.00                                  | 1.00                               |
| <b>Total</b>                               | <b>74.80</b>                       | <b>77.80</b>                       | <b>78.80</b>                          | <b>78.80</b>                       |
| <b>City-Wide Total</b>                     | <b>269.49</b>                      | <b>275.79</b>                      | <b>279.29</b>                         | <b>307.05</b>                      |