

## PERSONNEL SUMMARY BY FUND

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>CITY FUND</b>						
101 - General Fund	1,470.15	1,470.65	0.50	1,476.65	6.00	(1)(2)(3)
110 - Measure Z	90.47	103.47	13.00	117.00	13.53	(4)(5)(6)(7)
170 - Development	3.00	3.00	-	3.00	-	
215 - Grants and Restricted Programs	-	-	-	2.00	2.00	(8)
220 - CDBG - Community Development	4.00	4.00	-	4.00	-	
260 - NPDES Storm Drain	2.00	2.00	-	2.00	-	
280 - Housing Authority	8.00	8.00	-	8.00	-	
510 - Electric	461.75	461.75	-	466.25	4.50	(1)(9)
511 - Electric - Public Benefit Programs	13.50	13.50	-	-	(13.50)	(9)
520 - Water	156.00	156.00	-	164.50	8.50	(1)(9)
521 - Water Conservation	2.65	2.65	-	-	(2.65)	(9)
530 - Airport	7.00	7.00	-	7.00	-	
540 - Refuse	59.00	59.00	-	62.00	3.00	(10)
550 - Sewer	117.00	118.00	1.00	116.00	(2.00)	(11)
560 - Special Transit	48.25	48.25	-	48.25	-	
570 - Public Parking	18.00	18.00	-	18.00	-	
610 - Workers' Compensation Trust	5.00	5.00	-	5.00	-	
630 - Liability Insurance Trust	5.00	5.00	-	5.00	-	
640 - Central Stores	8.00	8.00	-	8.00	-	
650 - Central Garage	39.00	39.00	-	39.00	-	
<b>Total Budgeted FTE</b>	<b>2,517.77</b>	<b>2,532.27</b>	<b>14.50</b>	<b>2,551.65</b>	<b>19.38</b>	

### SUMMARY OF CHANGES

- (1) Transfer Riverside Public Utilities positions (3.0 FTE) to the General Fund to reflect the existing employee reporting structure and Inter-Departmental Service Level Agreements
- (2) Add Construction Inspector II (1.00 FTE) funded by Riverside Public Utilities.
- (3) Add Police (1.0 FTE) and Fire (1.0 FTE) grant positions partially funded by the General Fund to the schedule of General Fund positions. These positions were previously approved by Council upon acceptance of the respective grant funding.
- (4) Delete City Manager's Office Ward Action Team (WAT) position (1.0 FTE) funded by Measure Z. The position was never filled; WAT activities were absorbed by existing personnel.
- (5) Add programmed Measure Z positions: Police Officers (13.00 FTE) and Dispatchers (2.00 FTE).
- (6) Remove vacant positions (1.47 FTE) from expired Measure Z Summer Pools program.
- (7) Measure Z Public Safety and Engagement Team program: remove supervisory positions (3.0 FTE); add worker positions (4.0 FTE).
- (8) Add Fire Safety Inspector (1.00 FTE) and Administrative Analyst (1.00 FTE) funded by Certified Unified Program Agency.
- (9) Multitude of reorganizational changes, net decrease of 0.15 FTE.
- (10) Add 3.0 FTE to Refuse as recommended in the Solid Waste and Recycling Program Strategy and Economic Study Report presented to City Council in January 2020 to expand the hauling program and add two routes per day for solid waste pick-ups.
- (11) Delete 2.0 FTE as a result of reorganizational changes in Sewer.

# PERSONNEL SUMMARY BY DEPARTMENT

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>CITY DEPARTMENTS</b>						
01 - Mayor	7.25	7.25	-	7.25	-	
02 - City Council	14.00	14.00	-	14.00	-	
11 - City Manager	32.55	32.55	-	31.55	(1.00)	(1)(2)(3)
12 - City Clerk	10.00	10.00	-	10.00	-	
13 - City Attorney	35.00	39.00	4.00	39.00	-	
21 - Human Resources	36.00	36.00	-	36.00	-	
22 - General Services	78.00	78.00	-	80.00	2.00	(3)
23 - Finance	60.00	57.00	(3.00)	57.00	-	
24 - Innovation and Technology	59.25	59.25	-	60.25	1.00	(1)
28 - Community & Economic Development	120.75	124.25	3.50	124.25	-	
31 - Police	569.00	571.00	2.00	587.00	16.00	(4)(5)
35 - Fire	248.00	248.00	-	251.00	3.00	(6)(7)
41 - Public Works	330.00	330.00	-	332.00	2.00	(8)(9)(10)
51 - Library	60.00	60.00	-	60.00	-	
52 - Parks, Recreation, & Community Services	202.57	210.57	8.00	210.10	(0.47)	(11)(12)
53 - Museum	13.50	13.50	-	13.50	-	
60 - Public Utilities - Administration	219.25	219.25	-	189.75	(29.50)	(3)(13)
61 - Public Utilities - Electric	256.00	256.00	-	276.50	20.50	(13)
62 - Public Utilities - Water	158.65	158.65	-	164.50	5.85	(3)(13)
64 - Public Utilities - Central Stores	8.00	8.00	-	8.00	-	
<b>Total Budgeted FTE</b>	<b>2,517.77</b>	<b>2,532.27</b>	<b>14.50</b>	<b>2,551.65</b>	<b>19.38</b>	

## SUMMARY OF CHANGES

- (1) Reclassify and transfer Senior Internal Auditor (1.00 FTE) from Office of Organizational Performance and Audit - 114500 to Principal Management Analyst in Information and Technology Innovation Division - 244000.
- (2) Delete City Manager's Office Ward Action Team (WAT) position (1.0 FTE) funded by Measure Z. The position was never filled; WAT activities were absorbed by existing personnel.
- (3) Transfer Riverside Public Utilities positions (3.0 FTE) to the General Fund to reflect the existing employee reporting structure and Inter-Departmental Service Level Agreements
- (4) Add programmed Measure Z positions: Police Officers (13.00 FTE) and Dispatchers (2.00 FTE).
- (5) Add Police Detective (1.00 FTE): 70% grant funded position and 30% General Fund.
- (6) Add Fire Safety Inspector (1.00 FTE) and Administrative Analyst (1.00 FTE) funded by Certified Unified Program Agency.
- (7) Add Inventory Control Specialist (1.00 FTE): 10% grant funded and 90% General Fund.
- (8) Add Construction Inspector II (1.00 FTE) funded by Riverside Public Utilities.
- (9) Add 3.0 FTE to Refuse as recommended in the Solid Waste and Recycling Program Strategy and Economic Study
- (10) Delete 2.0 FTE as a result of reorganizational changes in Sewer.
- (11) Remove vacant positions (1.47 FTE) from expired Measure Z Summer Pools program.
- (12) Measure Z Public Safety and Engagement Team program: remove supervisory positions (3.0 FTE); add worker positions (4.0 FTE).
- (13) Multitude of reorganizational changes, net decrease of 0.15 FTE.

# Mayor

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>010000 - Mayor</b>						
0086 Senior Office Specialist (C)	1.00	1.00	-	1.00	-	
9642 Chief of Staff (NC)	1.00	1.00	-	1.00	-	
9800 Mayor	1.00	1.00	-	1.00	-	
9881 Administrative Assistant to the Mayor (NC)	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	4.00	4.00	-	4.00	-	
<b>010000 - Mayor Total FTE</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>012000 - Community Relations</b>						
9635 Assistant to the Mayor (NC)	2.00	2.00	-	2.00	-	
9645 International Affairs and Protocol Officer (N	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	3.00	3.00	-	3.00	-	
9510 Administrative Intern	0.25	0.25	-	0.25	-	
Half-Time Benefitted Total	0.25	0.25	-	0.25	-	
<b>012000 - Community Relations Total FTE</b>	<b>3.25</b>	<b>3.25</b>	<b>-</b>	<b>3.25</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>7.25</b>	<b>7.25</b>	<b>-</b>	<b>7.25</b>	<b>-</b>	

## SUMMARY OF CHANGES

Staffing levels are unchanged from the previous budget period.

# City Council

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>020000 - City Council</b>						
0357 Council Assistant (NC)	7.00	7.00	-	7.00	-	
9810 Mayor Pro Tem	1.00	1.00	-	1.00	-	
9820 Council Member	6.00	6.00	-	6.00	-	
Full-Time Benefitted Total	14.00	14.00	-	14.00	-	
<b>020000 - City Council Total FTE</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>-</b>	

## SUMMARY OF CHANGES

Staffing levels are unchanged from the previous budget period.

# City Manager's Office

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>110000 - Administration</b>						
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
0360 Executive Assistant	2.00	2.00	-	2.00	-	
8460 Principal Management Analyst	1.00	1.00	-	1.00	-	
9770 Assistant City Manager	3.00	2.00	(1.00)	2.00	-	4
9780 Deputy City Manager (NC)	-	2.00	2.00	2.00	-	3a, 4
9790 City Manager	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	8.00	9.00	1.00	9.00	-	
<b>110000 - Administration Total</b>	<b>8.00</b>	<b>9.00</b>	<b>1.00</b>	<b>9.00</b>	<b>-</b>	
<b>110000 - Administration (Measure Z)</b>						
8460 Principal Management Analyst	1.00	1.00	-	1.00	-	
8460 Principal Management Analyst - WAT Comn	1.00	1.00	-	-	(1.00)	6
Full-Time Benefitted Total	2.00	2.00	-	1.00	(1.00)	
<b>110000 - Administration (Measure Z) Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>1.00</b>	<b>(1.00)</b>	
<b>110000 - Administration Total FTE</b>	<b>10.00</b>	<b>11.00</b>	<b>1.00</b>	<b>10.00</b>	<b>(1.00)</b>	
<b>112500 - Community Police Review Commission</b>						
0347 Administrative Assistant (C)	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	1.00	1.00	-	1.00	-	
<b>112500 - Community Police Review Commission Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>114000 - Communications Office</b>						
7800 Graphics Technician	2.00	2.00	-	2.00	-	
7801 Senior Graphics Technician	1.00	1.00	-	1.00	-	
8110 Project Assistant	3.00	3.00	-	3.00	-	
8125 Project Coordinator	1.00	-	(1.00)	-	-	5
8131 Project Manager	-	1.00	1.00	1.00	-	5
8151 Marketing Officer (NC)	1.00	1.00	-	1.00	-	
8386 Utilities Customer Communications Coordin	-	-	-	1.00	1.00	1a
9160 Web Designer	2.00	2.00	-	2.00	-	
9662 Communication Technician	3.00	3.00	-	3.00	-	
9664 Communications Supervisor	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	14.00	14.00	-	15.00	1.00	
9300 Extra Help	1.10	1.10	-	1.10	-	
9662 Communication Technician	1.45	1.45	-	1.45	-	
Part-Time Non-Benefitted Total	2.55	2.55	-	2.55	-	
<b>114000 - Communications Office Total</b>	<b>16.55</b>	<b>16.55</b>	<b>-</b>	<b>17.55</b>	<b>1.00</b>	
<b>114500 - Office of Organizational Performance and Audit</b>						
8313 Senior Internal Auditor	1.00	1.00	-	-	(1.00)	2a
8316 Internal Audit Manager (NC)	1.00	1.00	-	1.00	-	
8460 Principal Management Analyst	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	3.00	3.00	-	2.00	(1.00)	
<b>114500 - Office of Organizational Performance and Audit Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>2.00</b>	<b>(1.00)</b>	

# City Manager's Office

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>115000 - Public Relations</b>						
9650 Public Information Officer	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	1.00	1.00	-	1.00	-	
<b>115000 - Public Relations Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>115500 - Intergovernmental Relations</b>						
9652 Intergovernmental Relations Officer	1.00	-	(1.00)	-	-	3a
Full-Time Benefitted Total	1.00	-	(1.00)	-	-	
<b>115500 - Intergovernmental Relations Total</b>	<b>1.00</b>	<b>-</b>	<b>(1.00)</b>	<b>-</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>32.55</b>	<b>32.55</b>	<b>-</b>	<b>31.55</b>	<b>(1.00)</b>	

## SUMMARY OF CHANGES

The department initiated minor organizational changes in the mid-cycle update of FY 2019/20 and during the fiscal year, resulting in a net decrease of 1.0 FTE in the proposed FY 2020/21 budget.

## POSITION CHANGES

**Interdepartmental transfers** resulted in a zero (0.00 FTE) net change.

1. Transfer in 1.00 FTE from Public Utilities Administration - Office of Operational Technology (600300) to City Manager's Office - Communications (114000).
  - a) Utilities Customer Communication Coordinator (1.00 FTE)
2. Transfer out 1.00 FTE from Office of Organizational Performance and Audit (114500) to Information & Technology Department, Innovation Division (244000).
  - a) Senior Internal Auditor (1.00 FTE) reclassified to Principal Management Analyst (1.00 FTE)

**Internal transfer** had no impact on total FTEs, but was accompanied by a position reclassification.

3. Transfer 1.0 FTE from Intergovernmental Relations (115500) to Administration (110000).
  - a) Intergovernmental Relations Officer (1.00 FTE) reclassified to Deputy Assistant City Manager (1.00 FTE)

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need. Zero impact on total FTEs.

4. Administration Division (110000): Assistant City Manager (1.00 FTE) to Deputy City Manager (1.00 FTE)
5. Communications Office (114000): Project Coordinator (1.00 FTE) to Project Manager (1.00 FTE)

**Position additions/deletions:** Net decrease of 1.00 FTE in the proposed FY 2020/21 budget.

6. Administration Division - Measure Z (110000): Delete Principal Management Analyst - WAT (1.00 FTE)

# City Clerk

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>120000 - Administration</b>						
0115 City Clerk Specialist (C)	4.00	4.00	-	2.00	(2.00)	1a
0117 Deputy City Clerk (C)	4.00	4.00	-	4.00	-	
0131 Assistant City Clerk (NC)	1.00	1.00	-	1.00	-	
9720 City Clerk	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	10.00	10.00	-	8.00	(2.00)	
<b>120000 - Administration Total</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>	<b>8.00</b>	<b>(2.00)</b>	
<b>1215000 - Passport Services</b>						
0115 City Clerk Specialist (C)	-	-	-	2.00	2.00	1a
Full-Time Benefitted Total	-	-	-	2.00	2.00	
<b>1215000 - Passport Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>	
<b>Total Budgeted FTE</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>-</b>	

## SUMMARY OF CHANGES

The department's passport program was moved into a separate division to better account for program costs.

## POSITION CHANGES

**Internal transfer** had no impact on total FTEs.

1. Transfer 2.00 FTE from Administration (120000) to Passport Services (121500)
  - a) City Clerk Specialist (2.00 FTE)

# City Attorney's Office

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>130000 - City Attorney</b>						
0310 Legal Secretary	6.00	6.00	-	6.00	-	
0320 Legal Support Specialist	2.00	2.00	-	2.00	-	
8910 Paralegal	5.00	5.00	-	5.00	-	
8921 Deputy City Attorney I	5.00	5.00	-	-	(5.00)	2a, 2b
8922 Deputy City Attorney II	4.00	4.00	-	7.00	3.00	2a
8923 Senior Deputy City Attorney	4.00	4.00	-	6.00	2.00	2b
8925 Administrative Services Manager	1.00	1.00	-	1.00	-	
8988 Assistant City Attorney	3.00	3.00	-	3.00	-	
8989 Chief Assistant City Attorney	1.00	1.00	-	1.00	-	
8990 City Attorney	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>32.00</b>	<b>32.00</b>	<b>-</b>	<b>32.00</b>	<b>-</b>	
8910 Paralegal	0.50	0.50	-	0.50	-	
<b>Half-Time Benefitted Total</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>0.50</b>	<b>-</b>	
8915 Law Clerk	0.50	0.50	-	0.50	-	
<b>Part-Time Non-Benefitted Total</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>0.50</b>	<b>-</b>	
<b>131000 - City Attorney - Claims Management</b>						
8665 Risk Management Specialist	-	3.00	3.00	3.00	-	1a
<b>Full-Time Benefitted Total</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	
<b>130000 - City Attorney Total</b>	<b>33.00</b>	<b>36.00</b>	<b>3.00</b>	<b>36.00</b>	<b>-</b>	
<b>130500 - Community Livability Advocacy</b>						
8921 Deputy City Attorney I	-	1.00	1.00	1.00	-	3a
<b>Full-Time Benefitted Total</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	
<b>130500 - Community Livability Advocacy Total</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	
<b>130500 - Community Livability Advocacy (Measure Z)</b>						
0310 Legal Secretary	1.00	1.00	-	1.00	-	
8922 Deputy City Attorney II - Community Involvement	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>130500 - Community Livability Advocacy (Measure Z) Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>130500 - Community Livability Advocacy</b>	<b>2.00</b>	<b>3.00</b>	<b>1.00</b>	<b>3.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>35.00</b>	<b>39.00</b>	<b>4.00</b>	<b>39.00</b>	<b>-</b>	

## SUMMARY OF CHANGES

The responsibility for claims management was assumed by the City Attorney's Office in 2018, with the change recorded in the mid-cycle update of FY 2019/20. Employee advancement in certain attorney positions are governed by Chapter I-17 of the Human Resources Policy and Procedural Manual; expected advancements are included in the proposed FY 2020/21 budget.

## POSITION CHANGES

**Interdepartmental transfers** resulted in a net increase of 3.00 FTE.

- Transfer in 3.00 FTE from Finance - Risk Management (232000) to City Attorney - Claims Management(131000)



# City Attorney's Office

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
a) Risk Management Specialist (3.00 FTE)						

**Position reclassifications** included in the FY 2020/21 proposed budget are based on Human Resources Policy and Procedure Manual Chapter I-17.

2. City Attorney Division (130000)

- a) Deputy City Attorney I (3.00 FTE) to Deputy City Attorney II (3.00 FTE)
- b) Deputy City Attorney I (2.00 FTE) to Senior Deputy City Attorney (2.00 FTE)

**Position additions/deletions:** Net increase of 1.00 FTE in the proposed FY 2020/21 budget.

3. Community Livability Advocacy (130500)

- a) Add Deputy City Attorney I (1.00 FTE); approved by City Council on April 9, 2019.

# Human Resources

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>210000 - Administration</b>						
<u>Full-Time Benefitted</u>						
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
8648 Safety Officer	1.00	1.00	-	1.00	-	
8699 HR Specialist	10.00	10.00	-	10.00	-	
8710 HR Analyst	5.00	5.00	-	3.00	(2.00)	1
8720 Senior HR Analyst	3.00	3.00	-	5.00	2.00	1
8732 Principal HR Analyst	3.00	3.00	-	3.00	-	
8738 Deputy HR Director (NC)	2.00	2.00	-	2.00	-	
8740 HR Director	1.00	1.00	-	1.00	-	
9256 Business Systems Support Manager (NC)	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
9540 Senior Administrative Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>29.00</b>	<b>29.00</b>	<b>-</b>	<b>29.00</b>	<b>-</b>	
<u>Part-Time Non-Benefitted</u>						
9510 Administrative Intern	1.00	1.00	-	1.00	-	
<b>Part-Time Non-Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>210000 - Administration Total</b>	<b>30.00</b>	<b>30.00</b>	<b>-</b>	<b>30.00</b>	<b>-</b>	
<b>210000 - Administration (Measure Z)</b>						
<u>Full-Time Benefitted</u>						
8720 Senior HR Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>210000 - Administration (Measure Z) Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>210000 - Administration Total</b>	<b>31.00</b>	<b>31.00</b>	<b>-</b>	<b>31.00</b>	<b>-</b>	
<b>211510 - Benefits - Worker's Compensation</b>						
<u>Full-Time Benefitted</u>						
0140 Worker's Compensation Assistant (C)	2.00	2.00	-	2.00	-	
8620 Claims Administrator	1.00	1.00	-	1.00	-	
8622 Senior Claims Administrator	1.00	1.00	-	1.00	-	
8625 Worker's Compensation Supervisor	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	
<b>211510 - Benefits - Worker's Compensation Total</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>36.00</b>	<b>36.00</b>	<b>-</b>	<b>36.00</b>	<b>-</b>	

## SUMMARY OF CHANGES

Staffing levels are unchanged from the previous budget period.

## POSITION CHANGES

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

- Administration Division (210000): Human Resource Analyst (2.00 FTE) to Senior Human Resource Analyst (2.00 FTE)

# General Services

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>220000 - Administration</b>						
4539 Deputy General Services Director (NC)	1.00	1.00	-	1.00	-	
4540 General Services Director	1.00	1.00	-	1.00	-	
8110 Project Assistant	1.00	-	(1.00)	-	-	2
9530 Administrative Analyst	1.00	2.00	1.00	2.00	-	2
Full-Time Benefitted Total	4.00	4.00	-	4.00	-	
<b>220000 - Administration Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>220500 - Property Management</b>						
8810 Real Property Agent	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	1.00	1.00	-	1.00	-	
<b>220500 - Property Management Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>221000 - Building Services - Maintenance</b>						
0024 Office Specialist	1.00	1.00	-	1.00	-	
2290 Maintenance Worker I	2.00	2.00	-	2.00	-	
2880 Senior Custodian	1.00	1.00	-	1.00	-	
4340 Building Maintenance Specialist	4.00	4.00	-	6.00	2.00	1a
4344 Building Maintenance Crew Leader	1.00	1.00	-	1.00	-	
4370 Maintenance Electrician	1.00	1.00	-	1.00	-	
4440 Air Conditioning Technician	2.00	2.00	-	2.00	-	
4510 Building Services Supervisor	1.00	1.00	-	1.00	-	
6986 Building Services Project Manager	3.00	3.00	-	3.00	-	
9982 General Service Worker	2.00	2.00	-	2.00	-	
Full-Time Benefitted Total	18.00	18.00	-	20.00	2.00	
<b>221000 - Building Services - Maintenance Total</b>	<b>18.00</b>	<b>18.00</b>	<b>-</b>	<b>20.00</b>	<b>2.00</b>	
<b>221500 - Central Garage</b>						
5291 Equipment Service Worker	5.00	5.00	-	5.00	-	
5311 Tire Maintenance Specialist	1.00	1.00	-	1.00	-	
5330 Mechanic	8.00	8.00	-	8.00	-	
5340 Senior Mechanic	7.00	7.00	-	7.00	-	
5342 Senior Mechanic Specialist	2.00	2.00	-	2.00	-	
5345 Fire Mechanic	2.00	2.00	-	2.00	-	
5360 Fleet Management Supervisor	3.00	3.00	-	3.00	-	
5370 Fleet Management Service Writer	1.00	1.00	-	1.00	-	
5391 Fleet Operations Manager	1.00	1.00	-	1.00	-	
5395 General Services Operations Superintendent	1.00	1.00	-	1.00	-	
5550 Metal Shop Technician	1.00	1.00	-	1.00	-	
5640 Police Fleet Maintenance Coordinator	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	33.00	33.00	-	33.00	-	
<b>221500 - Central Garage Total</b>	<b>33.00</b>	<b>33.00</b>	<b>-</b>	<b>33.00</b>	<b>-</b>	
<b>221500 - Central Garage (Measure Z)</b>						
5340 Senior Mechanic	2.00	2.00	-	2.00	-	
5345 Fire Mechanic	2.00	2.00	-	2.00	-	
Full-Time Benefitted Total	4.00	4.00	-	4.00	-	
<b>221500 - Central Garage (Measure Z) Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>221500 - Central Garage Total FTE</b>	<b>37.00</b>	<b>37.00</b>	<b>-</b>	<b>37.00</b>	<b>-</b>	
<b>221510 - Central Garage - Auto Stores</b>						

# General Services

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
1130 Inventory Control Specialist	2.00	2.00	-	2.00	-	
2920 General Service Worker	1.00	1.00	-	1.00	-	
8440 Management Analyst	1.00	1.00	-	-	(1.00)	3
9530 Administrative Analyst	-	-	-	1.00	1.00	3
<b>Full-Time Benefitted Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>221510 - Central Garage - Auto Stores Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>221520 - Central Garage - Motor Pool</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0460 Accounting Technician	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>221520 - Central Garage - Motor Pool Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>223000 - Publishing Services</b>						
1760 Equipment Operator II	3.00	3.00	-	3.00	-	
<b>Full-Time Benefitted Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	
<b>223000 - Publishing Services Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	
<b>224000 - Capital Projects</b>						
8131 Project Manager (NC)	2.00	-	(2.00)	-	-	4
8132 Senior Project Manager	-	2.00	2.00	2.00	-	4
<b>Full-Time Benefitted Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>224000 - Capital Projects Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>224500 - Airport Administration</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0690 Airport Customer Service Representative	1.00	1.00	-	1.00	-	
2940 Airport Operations Specialist	3.00	3.00	-	2.00	(1.00)	5
2960 Senior Airport Operations Specialist	-	-	-	1.00	1.00	5
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
9702 Airport Manager (NC)	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>-</b>	
<b>224500 - Airport Administration Total</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>78.00</b>	<b>78.00</b>	<b>-</b>	<b>80.00</b>	<b>2.00</b>	

## SUMMARY OF CHANGES

Staffing levels increased by 2.0 FTE in FY 2020/21 as a result of positions transferred from Riverside Public Utilities. The transfer reflects the existing employee reporting structure and Inter-Departmental Service Level Agreements.

## POSITION CHANGES

**Interdepartmental transfers** resulted in an increase of 2.00 FTE in the FY 2020/21 proposed budget.

1. Transfer in 2.00 FTE from Water - Production and Operations (620000) to General Services - Building Services - Maintenance (221000).
  - a) Building Maintenance Specialist (2.00 FTE)

# General Services

Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

2. Administration Division (220000): Project Assistant (1.00 FTE) to Administrative Analyst (1.00 FTE)
3. Central Garage - Auto Stores Division (221510): Management Analyst (1.00 FTE) to Administrative Analyst (1.00 FTE)
4. Capital Projects Division (224000): Project Manager (2.00 FTE) to Senior Project Manager (2.00 FTE)
5. Airport Administration Division (224500): Airport Operations Specialist (1.00 FTE) to Senior Operations Specialist

# Finance

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>230000 - Administration</b>						
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
8326 Assistant Chief Financial Officer (NC)	1.00	1.00	-	1.00	-	
8326 Controller / Accounting Manager	1.00	1.00	-	1.00	-	
8330 Chief Financial Officer / City Treasurer	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	-	-	-	1.00	1.00	2a
Full-Time Benefitted Total	4.00	4.00	-	5.00	1.00	
<b>230000 - Administration Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>5.00</b>	<b>1.00</b>	
<b>230200 - Debt and Treasury</b>						
0471 Treasury Supervisor	1.00	1.00	-	1.00	-	
0500 Revenue Representative	3.00	3.00	-	3.00	-	
0520 Revenue Specialist	1.00	1.00	-	1.00	-	
8302 Financial Analyst	2.00	2.00	-	2.00	-	
8335 Manager of Debt and Treasury	1.00	1.00	-	1.00	-	
8460 Principal Management Analyst	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	9.00	9.00	-	9.00	-	
<b>230200 - Debt and Treasury Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	
<b>230400 - Business Tax</b>						
0520 Revenue Specialist	1.00	1.00	-	1.00	-	
0579 Business Tax Representative I	2.00	2.00	-	2.00	-	
0580 Business Tax Representative II	1.00	1.00	-	1.00	-	
0581 Senior Business Tax Representative	3.00	3.00	-	3.00	-	
0585 Business Tax Inspector	2.00	2.00	-	2.00	-	
0876 Business Tax / Collections Supervisor	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	10.00	10.00	-	10.00	-	
<b>230400 - Business Tax Total</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>-</b>	
<b>230500 - Accounting</b>						
0410 Account Clerk II	4.00	3.00	(1.00)	3.00	-	3a
0450 Senior Accounting Technician	1.00	1.00	-	1.00	-	
0460 Accounting Technician	4.00	3.00	(1.00)	3.00	-	3b
0465 Accounting Technician (P)	-	2.00	2.00	-	(2.00)	3a,3b,3c,3d
0474 Payroll Technician I	-	-	-	1.00	1.00	3c
0475 Payroll Technician II	-	-	-	1.00	1.00	3d
0490 Accounts Payable Supervisor	1.00	1.00	-	1.00	-	
0492 Payroll Supervisor	-	-	-	1.00	1.00	3e
0570 Collection Representative II	1.00	1.00	-	1.00	-	
8260 Accountant II	2.00	2.00	-	1.00	(1.00)	3f
8280 Senior Accountant	2.00	2.00	-	2.00	-	3e, 3f
8290 Principal Accountant	1.00	1.00	-	1.00	-	
8303 Senior Financial Analyst	1.00	-	(1.00)	-	-	3g
8319 Assistant Controller	1.00	1.00	-	1.00	-	
8460 Principal Management Analyst	-	1.00	1.00	1.00	-	3g
Full-Time Benefitted Total	18.00	18.00	-	18.00	-	
<b>230500 - Accounting Total</b>	<b>18.00</b>	<b>18.00</b>	<b>-</b>	<b>18.00</b>	<b>-</b>	
<b>231000 - Budget and Revenue</b>						
8335 Budget and Revenue Manager (NC)	1.00	1.00	-	1.00	-	
8440 Management Analyst	1.00	-	(1.00)	-	-	4

# Finance

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
8450 Senior Management Analyst	1.00	2.00	1.00	2.00	-	4
8460 Principal Management Analyst	2.00	2.00	-	2.00	-	
<b>Full-Time Benefitted Total</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	
<b>231000 - Budget and Revenue Total</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	
<b>231500 - Purchasing</b>						
0025 Office Specialist	1.00	1.00	-	1.00	-	
0086 Senior Office Specialist (C)	1.00	1.00	-	-	(1.00)	5
1230 Procurement and Contract Specialist	3.00	3.00	-	4.00	1.00	5
1250 Senior Procurement and Contract Specialist	2.00	2.00	-	2.00	-	
8676 Purchasing Manager (NC)	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	1.00	1.00	-	-	(1.00)	2a
<b>Full-Time Benefitted Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>8.00</b>	<b>(1.00)</b>	
<b>231500 - Purchasing Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>8.00</b>	<b>(1.00)</b>	
<b>232000 - Risk Management</b>						
0086 Senior Office Specialist (C)	1.00	1.00	-	-	(1.00)	6
8665 Risk Management Specialist	3.00	-	(3.00)	1.00	1.00	1a,6
8671 Risk Manager (NC)	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>5.00</b>	<b>2.00</b>	<b>(3.00)</b>	<b>2.00</b>	<b>-</b>	
<b>232000 - Risk Management Total</b>	<b>5.00</b>	<b>2.00</b>	<b>(3.00)</b>	<b>2.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>60.00</b>	<b>57.00</b>	<b>(3.00)</b>	<b>57.00</b>	<b>-</b>	

## SUMMARY OF CHANGES

The responsibility for claims management was assumed by the City Attorney's Office in 2018, with the change recorded in the mid-cycle update of FY 2019/20. FY 2020/21 staffing levels remain unchanged.

## POSITION CHANGES

**Interdepartmental transfers** resulted in a net decrease of 3.00 FTE.

1. Transfer out 3.00 FTE from Finance - Risk Management (232000) to City Attorney - Claims Management (131000)
  - a) Risk Management Specialist (3.00 FTE)

**Internal transfers** of positions had no impact on total FTEs.

2. Transfer 1.00 FTE from Purchasing (213500) to Administration (230000).
  - a) Administrative Analyst (1.00 FTE)

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

3. Accounting Division (230500)
  - a) Account Clerk (1.00 FTE) to Account Technician (P) (1.00 FTE).
  - b) Accounting Technician (1.00 FTE), General Bargaining Unit to Accounting Technician (P) (1.00 FTE), Para-Professional Bargaining Unit.
  - c) Accounting Technician (2.00 FTE) to Payroll Technician I (1.00 FTE); approved by City Council on August 6, 2019
  - d) Accounting Technician (2.00 FTE) to Payroll Technician II (1.00 FTE); approved by City Council on August 6, 2019
  - e) Senior Accountant (1.00 FTE) to Payroll Supervisor (1.00 FTE); approved by City Council on August 6, 2019
  - f) Accountant II (1.00 FTE) to Senior Accountant (1.00 FTE)
  - g) Senior Financial Analyst (1.00 FTE) to Principal Management Analyst (1.00 FTE)
4. Budget and Revenue Division (231000): Management Analyst (1.00 FTE) to Senior Management Analyst (1.00 FTE)
5. Purchasing Division (231500): Senior Office Specialist (1.00 FTE) to Procurement/Contract Specialist Trainee (1.00 FTE)
6. Risk Management (232000): Senior Office Specialist (1.00 FTE) to Risk Management Specialist (1.00 FTE)

# Innovation and Technology

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>240000 - Administration</b>						
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
0450 Senior Accounting Technician	1.00	1.00	-	1.00	-	
9210 Deputy Chief Information Officer (NC)	1.00	1.00	-	1.00	-	
9220 Chief Innovation Officer (NC)	1.00	1.00	-	1.00	-	
9540 Senior Administrative Analyst	1.00	1.00	-	1.00	-	
9571 Administrative Service Manager (NC)	-	1.00	1.00	1.00	-	2a
<b>Full-Time Benefitted Total</b>	<b>5.00</b>	<b>6.00</b>	<b>1.00</b>	<b>6.00</b>	<b>-</b>	
<b>240000 - Administration Total</b>	<b>5.00</b>	<b>6.00</b>	<b>1.00</b>	<b>6.00</b>	<b>-</b>	
<b>240500 - Network</b>						
9239 Innovation and Technology Officer II (NC)	1.00	1.00	-	1.00	-	
9251 Innovation and Technology Analyst I	1.00	1.00	-	1.00	-	
9252 Innovation and Technology Analyst II	1.00	1.00	-	1.00	-	
9253 Senior Innovation and Technology Analyst	1.00	1.00	-	1.00	-	
9254 Principal Innovation and Technology Analy:	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	
<b>240500 - Network Total</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	
<b>241000 - Operations</b>						
9227 Systems Manager (NC)	1.00	1.00	-	1.00	-	
9239 Innovation and Technology Officer II (NC)	1.00	1.00	-	1.00	-	
9252 Innovation and Technology Analyst II	1.00	1.00	-	1.00	-	
9253 Senior Innovation and Technology Analyst	2.00	2.00	-	2.00	-	
9254 Principal Innovation and Technology Analy:	4.00	4.00	-	4.00	-	
<b>Full-Time Benefitted Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	
<b>241000 - Operations Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	
<b>241500 - Applications</b>						
9239 Innovation and Technology Officer II (NC)	1.00	1.00	-	1.00	-	
9251 Innovation and Technology Analyst I	2.00	2.00	-	2.00	-	
9252 Innovation and Technology Analyst II	6.00	6.00	-	6.00	-	
9253 Senior Innovation and Technology Analyst	6.00	6.00	-	6.00	-	
9254 Principal Innovation and Technology Analy:	4.00	3.00	(1.00)	3.00	-	3a
<b>Full-Time Benefitted Total</b>	<b>19.00</b>	<b>18.00</b>	<b>(1.00)</b>	<b>18.00</b>	<b>-</b>	
<b>241500 - Applications Total</b>	<b>19.00</b>	<b>18.00</b>	<b>(1.00)</b>	<b>18.00</b>	<b>-</b>	
<b>242000 - Client Services</b>						
9240 Innovation and Technology Officer I (NC)	1.00	1.00	-	1.00	-	
9247 Innovation and Technology Technician I	3.00	3.00	-	3.00	-	
9248 Innovation and Technology Technician II	5.00	5.00	-	5.00	-	
9249 Senior Innovation and Technology Technici	3.00	3.00	-	3.00	-	
<b>Full-Time Benefitted Total</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>-</b>	
<b>242000 - Client Services Total</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>-</b>	
<b>242500 - Cybersecurity</b>						
9244 Chief Innovation Security Officer (NC)	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>242500 - Cybersecurity Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>242500 - Cybersecurity (Measure Z)</b>						



# Innovation and Technology

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
9253 Senior Innovation and Technology Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>242500 - Cybersecurity (Measure Z) Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>242500 - Cybersecurity Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>244000 - Innovation</b>						
8131 Project Manager	-	-	-	1.00	1.00	4
8460 Principal Management Analyst	-	-	-	1.00	1.00	1a
9210 Deputy Chief Information Officer (NC)	1.00	1.00	-	1.00	-	
9240 Innovation and Technology Officer I (NC)	2.00	1.00	(1.00)	1.00	-	2a
9252 Innovation and Technology Analyst II	1.00	1.00	-	1.00	-	
9254 Principal Innovation and Technology Analy:	-	1.00	1.00	-	(1.00)	3a, 4
9256 Business Systems Support Manager	1.00	1.00	-	1.00	-	
9259 Geographic Information Systems (GIS) Analyst	1.00	1.00	-	1.00	-	
9264 Senior Geographic Information Systems (GIS) Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>8.00</b>	<b>1.00</b>	
9264 Senior Geographic Information Systems (GIS) Analyst	0.25	0.25	-	0.25	-	
<b>Part-Time Non-Benefitted Total</b>	<b>0.25</b>	<b>0.25</b>	<b>-</b>	<b>0.25</b>	<b>-</b>	
<b>244000 - Innovation Total</b>	<b>7.25</b>	<b>7.25</b>	<b>-</b>	<b>8.25</b>	<b>1.00</b>	
<b>Total Budgeted FTE</b>	<b>59.25</b>	<b>59.25</b>	<b>-</b>	<b>60.25</b>	<b>1.00</b>	

## SUMMARY OF CHANGES

The department's staffing level increased by 1.00 FTE as a result of a position transfer from the City Manager's Office.

## POSITION CHANGES

**Interdepartmental transfers** resulted in a net increase of 1.00 FTE.

1. Transfer in 1.00 FTE from City Manager's Office of Organizational Performance and Audit (114500) to Innovation Division (244000).
  - a) Senior Internal Auditor (1.00 FTE) reclassified to Principal Management Analyst (1.00 FTE)

**Internal transfers** had no impact on total FTEs, but are accompanied by a position reclassification.

2. Transfer 1.00 FTE from Innovation (244000) to Administration (240000).
  - a) Innovation and Technology Officer I (1.00 FTE) reclassified to Administrative Services Manager (1.00 FTE)
3. Transfer 1.00 FTE from Applications (241500) to Innovation (244000).
  - a) Principal IT Analyst (1.00 FTE)

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

4. Innovation Division (244000): Principal IT Analyst (1.00 FTE) to Project Manager (1.00 FTE)

# Community & Economic Development

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>280000 - Administration</b>						
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
0450 Senior Accounting Technician	2.00	2.00	-	1.00	(1.00)	3a
7976 Community Development Director	1.00	1.00	-	1.00	-	
8152 Deputy Community & Economic Development Director	1.00	2.00	1.00	1.00	(1.00)	1a, 2a
8440 Management Analyst	1.00	-	(1.00)	-	-	3b
8450 Senior Management Analyst	1.00	1.00	-	2.00	1.00	3a
9540 Senior Administrative Analyst	-	1.00	1.00	1.00	-	3b
9580 Community Development Fiscal Manager	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	8.00	9.00	1.00	8.00	(1.00)	
<b>280000 - Administration Total</b>	<b>8.00</b>	<b>9.00</b>	<b>1.00</b>	<b>8.00</b>	<b>(1.00)</b>	
<b>280500 - RDSA RORF - Redevelopment</b>						
8110 Project Assistant	1.00	1.00	-	-	(1.00)	4
8125 Project Coordinator	-	-	-	1.00	1.00	4
8132 Senior Project Manager	2.00	2.00	-	2.00	-	
Full-Time Benefitted Total	3.00	3.00	-	3.00	-	
<b>280500 - RDSA RORF - Redevelopment Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	
<b>281000 - Planning</b>						
0082 Senior Office Specialist	2.00	2.00	-	2.00	-	
7830 Planning Technician	4.00	4.00	-	3.00	(1.00)	5
7890 Assistant Planer	-	-	-	1.00	1.00	5
7910 Associate Planner	9.00	8.00	(1.00)	8.00	-	13a
7920 City Historic Preservation Officer	1.00	1.00	-	1.00	-	
7930 Senior Planner	4.00	4.00	-	4.00	-	
7950 Principal Planner	3.00	4.00	1.00	4.00	-	13b
7966 City Planner (NC)	1.00	1.00	-	1.00	-	
8110 Project Assistant	1.00	1.00	-	1.00	-	
9256 Business Systems Manager I	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	26.00	26.00	-	26.00	-	
<b>281000 - Planning Total</b>	<b>26.00</b>	<b>26.00</b>	<b>-</b>	<b>26.00</b>	<b>-</b>	
<b>281025 - Planning - Neighborhood</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
7920 City Historic Preservation Officer	1.00	-	(1.00)	-	-	6a
7930 Senior Planner	1.00	-	(1.00)	-	-	6b
8110 Project Assistant	1.00	1.00	-	1.00	-	
8131 Project Manager	-	2.00	2.00	2.00	-	6a, 6b
Full-Time Benefitted Total	4.00	4.00	-	4.00	-	
<b>281025 - Planning - Neighborhood Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>281500 - Economic Development</b>						
8125 Project Coordinator	4.00	2.00	(2.00)	2.00	-	7, 14a, 14b
8132 Senior Project Manager	-	3.00	3.00	3.00	-	7
8155 Economic Development Manager	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	5.00	6.00	1.00	6.00	-	

# Community & Economic Development

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
9510 Administrative Intern	1.00	0.50	(0.50)	0.50	-	14b
Part-Time Non-Benefitted Total	1.00	0.50	(0.50)	0.50	-	
<b>281500 - Economic Development Total</b>	<b>6.00</b>	<b>6.50</b>	<b>0.50</b>	<b>6.50</b>	-	
<b>282500 - Building and Safety</b>						
0910 Development Services Representative II	1.00	1.00	-	1.00	-	
6950 Plans Examiner	2.00	2.00	-	2.00	-	
6955 Building Permit Technician	5.00	4.00	(1.00)	4.00	-	8a
7200 Senior Plan Check Engineer	2.00	2.00	-	2.00	-	
7201 Senior Plans Examiner	1.00	1.00	-	1.00	-	
7490 Building Inspector II	7.00	7.00	-	6.00	(1.00)	8b
7510 Senior Building Inspector	1.00	1.00	-	2.00	1.00	8b
7530 Building Inspection Supervisor	1.00	1.00	-	1.00	-	
7551 Assistant Building Official	1.00	1.00	-	1.00	-	
7552 Building Official (NC)	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	-	1.00	1.00	1.00	-	8a
Full-Time Benefitted Total	22.00	22.00	-	22.00	-	
<b>282500 - Building and Safety Total</b>	<b>22.00</b>	<b>22.00</b>	-	<b>22.00</b>	-	
<b>284000 - Code Enforcement</b>						
0082 Senior Office Specialist	3.00	3.00	-	3.00	-	
0345 Administrative Assistant	1.00	1.00	-	1.00	-	
7450 Code Enforcement Officer II	13.00	13.00	-	13.00	-	
7460 Senior Code Enforcement Officer	4.00	4.00	-	4.00	-	
7540 Code Enforcement Manager	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	22.00	22.00	-	22.00	-	
2935 General Service Worker (RESET)	2.00	2.00	-	2.00	-	
Part-Time Non-Benefitted Total	2.00	2.00	-	2.00	-	
<b>284000 - Code Enforcement (Measure Z)</b>						
7450 Code Enforcement Officer II	-	3.00	3.00	3.00	-	15a
Full-Time Benefitted Total (Measure Z)	-	3.00	3.00	3.00	-	
<b>284000 - Code Enforcement Total</b>	<b>24.00</b>	<b>27.00</b>	<b>3.00</b>	<b>27.00</b>	-	
<b>284500 - Property Services</b>						
7450 Code Enforcement Officer II	-	1.00	1.00	1.00	-	9a
8110 Project Assistant	1.00	-	(1.00)	-	-	9a
8810 Real Property Agent	3.00	2.00	(1.00)	2.00	-	9b
8821 Supervising Real Property Agent	-	1.00	1.00	1.00	-	9b
8133 Principal Project Manager	1.00	-	(1.00)	-	-	1a
Full-Time Benefitted Total	5.00	4.00	(1.00)	4.00	-	
8810 Real Property Agent	0.75	0.75	-	0.75	-	
3/4 Time - Benefitted Total	0.75	0.75	-	0.75	-	
<b>284500 - Property Services Total</b>	<b>5.75</b>	<b>4.75</b>	<b>(1.00)</b>	<b>4.75</b>	-	
<b>285000 - Arts and Cultural Affairs</b>						
8110 Project Assistant	2.00	1.00	(1.00)	1.00	-	10a
8125 Project Coordinator	3.00	3.00	-	3.00	-	10a, 10b
8131 Project Manager	-	1.00	1.00	1.00	-	10b

# Community & Economic Development

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
8136 Arts and Culture Manager	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	
<b>285000 - Arts and Cultural Affairs Total</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	
<b>285500 - CDBG</b>						
0082 Senior Office Specialist	-	-	-	1.00	1.00	11
8110 Project Assistant	1.00	1.00	-	1.00	-	
8125 Project Coordinator	1.00	1.00	-	1.00	-	
8131 Project Manager	1.00	1.00	-	1.00	-	
8756 Outreach Worker (C)	1.00	1.00	-	-	(1.00)	11
<b>Full-Time Benefitted Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>285500 - CDBG Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>285531 - Outreach Homeless Services</b>						
8133 Principal Project Manager	-	-	-	1.00	1.00	2a
8756 Outreach Worker (C)	3.00	3.00	-	3.00	-	
8757 Lead Outreach Worker (C)	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>5.00</b>	<b>1.00</b>	
<b>285531 - Outreach Homeless Services Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>5.00</b>	<b>1.00</b>	
<b>287500 - Housing Authority</b>						
0082 Senior Office Specialist	2.00	2.00	-	-	(2.00)	12a, 12b
0345 Administrative Assistant	-	-	-	1.00	1.00	12a
8110 Project Assistant	2.00	2.00	-	2.00	-	
8125 Project Coordinator	1.00	1.00	-	1.00	-	
8131 Project Manager	2.00	2.00	-	2.00	-	
8165 Housing Authority Manager	1.00	1.00	-	1.00	-	
8757 Lead Outreach Worker	-	-	-	1.00	1.00	12b
<b>Full-Time Benefitted Total</b>	<b>8.00</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	
<b>287500 - Housing Authority Total</b>	<b>8.00</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>120.75</b>	<b>124.25</b>	<b>3.50</b>	<b>124.25</b>	<b>-</b>	

## SUMMARY OF CHANGES

The department implemented reorganizational changes at mid-cycle FY 2019/20 and received additional personnel funded by Measure Z. No changes are proposed to FY 2020/21 staffing levels.

## POSITION CHANGES

**Internal transfers** have no impact on total FTEs, but are accompanied by position reclassifications.

1. Transfer 1.00 FTE from Property Services (284500) to Administration (280000).
  - a) Principal Project Manager (1.00 FTE) reclassified to Deputy Community & Economic Development Director (1.00 FTE)
2. Transfer 1.00 FTE from Administration (280000) to Outreach Homeless Services (285531).
  - a) Deputy Community and Economic Development Director (1.00 FTE) reclassified to Principal Project Manager (1.00 FTE).

# Community & Economic Development

Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

3. Administration Division (280000)
  - a) Senior Accounting Technician (1.00 FTE) to Senior Management Analyst (1.00 FTE)
  - b) Management Analyst (1.00 FTE) to Senior Administrative Analyst (1.00 FTE)
4. RDSA RORF - Redevelopment (280500): Project Assistant (1.00 FTE) to Project Coordinator (1.00 FTE)
5. Planning Division (281000): Planning Technician (1.00 FTE) to Assistant Planner (1.00 FTE)
6. Planning - Neighborhood (281025)
  - a) City Historic Preservation Officer (1.00 FTE) to Project Manager (1.00 FTE)
  - b) Senior Planner (1.00 FTE) to Project Manager (1.00 FTE)
7. Economic Development (281500): Project Coordinator (3.00 FTE) to Senior Project Manager (3.00 FTE)
8. Building and Safety (282500)
  - a) Building Permit Technician (1.00 FTE) to Administrative Analyst (1.00 FTE)
  - b) Building Inspector II (1.00 FTE) to Senior Building Inspector (1.00 FTE)
9. Property Services (284500)
  - a) Project Assistant (1.00 FTE) to Code Enforcement Officer II (1.00 FTE)
  - b) Real Property Agent (1.00 FTE) to Supervising Real Property Agent (1.00 FTE)
10. Arts and Cultural Affairs (285000)
  - a) Project Assistant (1.00 FTE) to Project Coordinator (1.00 FTE)
  - b) Project Coordinator (1.00 FTE) to Project Manager (1.00 FTE)
11. CDBG (285500): Outreach Worker (1.00 FTE) to Senior Office Specialist (1.00)
12. Housing Authority (287500)
  - a) Senior Office Specialist (1.00 FTE) to Administrative Assistant (1.00 FTE)
  - b) Senior Office Specialist (1.00 FTE) to Lead Outreach Worker (Trainee) (1.00 FTE)

**Position additions/deletions:** Net increase of 3.50 FTE in the FY 2019/20 mid-cycle update.

13. Planning Division (281000)
  - a) Delete Associate Planner (1.00 FTE)
  - b) Add Principal Planner (1.00 FTE)
14. Economic Development (281500)
  - a) Add Project Coordinator (1.0 FTE)
  - b) Delete Administrative Intern (0.50 FTE)
15. Code Enforcement (284000)
  - a) Add Measure Z Code Enforcement Officer II (3.00 FTE); approved by City Council on April 2, 2019 for Public Safety Engagement Team.

# Police Department

		Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>310000 - Office of the Chief</b>							
0347	Administrative Assistant (C)	2.00	1.00	(1.00)	1.00	-	1
0353	Senior Administrative Assistant	1.00	1.00	-	1.00	-	
2260	Police Detective	2.00	2.00	-	2.00	-	
2300	Police Sergeant	4.00	4.00	-	4.00	-	
2320	Police Lieutenant	1.00	1.00	-	1.00	-	
2356	Deputy Police Chief (NC)	2.00	2.00	-	2.00	-	
2358	Assistant Police Chief (NC)	-	-	-	-	-	
2360	Police Chief	1.00	1.00	-	1.00	-	
2670	Police Administrative Specialist	1.00	2.00	1.00	2.00	-	1
Full-Time Benefitted Total		14.00	14.00		14.00	-	
<b>310000 - Office of the Chief</b>		<b>14.00</b>	<b>14.00</b>		<b>14.00</b>	-	
<b>310100 - Community Services Bureau</b>							
0347	Administrative Assistant (C)	1.00	1.00	-	1.00	-	
2240	Police Officer	6.00	6.00	-	6.00	-	
2320	Police Lieutenant	1.00	1.00	-	1.00	-	
2571	Police Service Representative	3.00	3.00	-	3.00	-	
2673	Police Program Coordinator	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total		12.00	12.00		12.00	-	
<b>310100 - Community Services Bureau</b>		<b>12.00</b>	<b>12.00</b>		<b>12.00</b>	-	
<b>310200 - Support Services</b>							
0082	Senior Office Specialist	1.00	1.00	-	1.00	-	
2240	Police Officer	6.00	6.00	-	6.00	-	
2260	Police Detective	1.00	1.00	-	1.00	-	
2300	Police Sergeant	2.00	2.00	-	2.00	-	
2320	Police Lieutenant	2.00	2.00	-	2.00	-	
2340	Police Captain	1.00	1.00	-	1.00	-	
2571	Police Service Representative	3.00	3.00	-	3.00	-	
2600	Range Master	1.00	1.00	-	1.00	-	
2650	Police Property Specialist	6.00	6.00	-	6.00	-	
2655	Police Records Specialist	22.00	22.00	-	22.00	-	
2663	Police Records / Information Manager	1.00	1.00	-	1.00	-	
2670	Police Administrative Specialist	2.00	2.00	-	2.00	-	
2675	Police Program Supervisor	6.00	6.00	-	6.00	-	
2700	Police Records System Analyst	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total		55.00	55.00		55.00	-	
2430	Police Cadet	7.00	7.00	-	7.00	-	
Part-Time Non-Benefitted Total		7.00	7.00		7.00	-	
<b>310200 - Support Services</b>		<b>62.00</b>	<b>62.00</b>		<b>62.00</b>	-	
<b>310200 - Support Services (Measure Z)</b>							
0082	Senior Office Specialist	2.00	2.00	-	2.00	-	
2605	Assistant Range Master	0.75	0.75	-	0.75	-	
2655	Police Records Specialist	4.00	4.00	-	4.00	-	
Full-Time Benefitted Total		6.75	6.75		6.75	-	
9300	Extra Help	1.25	1.25	-	1.25	-	
Part-Time Non-Benefitted Total		1.25	1.25		1.25	-	

# Police Department

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>310200 - Support Services (Measure Z)</b>	<b>8.00</b>	<b>8.00</b>		<b>8.00</b>	-	
<b>310200 - Support Services Total FTE</b>	<b>70.00</b>	<b>70.00</b>		<b>70.00</b>	-	
<b>310500 - Administrative Services</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0410 Account Clerk II	3.00	3.00	-	3.00	-	
0465 Accounting Technician (C)	1.00	1.00	-	1.00	-	
2673 Police Program Coordinator	1.00	-	(1.00)	-	-	2a
2675 Police Program Supervisor	-	1.00	1.00	1.00	-	2a
2860 Custodian	6.00	6.00	-	6.00	-	
8280 Senior Accountant	1.00	1.00	-	1.00	-	
8450 Senior Management Analyst	2.00	2.00	-	2.00	-	
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
9574 Police Administrator	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	17.00	17.00		17.00	-	
<b>310500 - Administrative Services</b>	<b>17.00</b>	<b>17.00</b>		<b>17.00</b>	-	
<b>310500 - Administrative Services (Measure Z)</b>						
0025 Office Specialist	1.00	1.00	-	-	(1.00)	2b
0082 Senior Office Specialist	-	-	-	1.00	1.00	2b
2861 Custodian	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	2.00	2.00		2.00	-	
<b>310500 - Administrative Services (Measure Z)</b>	<b>2.00</b>	<b>2.00</b>		<b>2.00</b>	-	
<b>310500 - Administrative Services Total FTE</b>	<b>19.00</b>	<b>19.00</b>		<b>19.00</b>	-	
<b>311000 - Communications</b>						
2300 Police Sergeant	1.00	1.00	-	1.00	-	
2490 Public Safety Dispatcher I	4.00	4.00	-	4.00	-	
2493 Public Safety Dispatcher II	41.00	41.00	-	41.00	-	
2510 Public Safety Communications Supervisor	6.00	6.00	-	6.00	-	
2515 Police Communications System Analyst	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	53.00	53.00		53.00	-	
<b>311000 - Communications</b>	<b>53.00</b>	<b>53.00</b>		<b>53.00</b>	-	
<b>311000 - Communications (Measure Z)</b>						
2493 Public Safety Dispatcher II	6.00	6.00	-	8.00	2.00	4a
2510 Public Safety Communications Supervisor	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	7.00	7.00	-	9.00	2.00	
<b>311000 - Communications (Measure Z)</b>	<b>7.00</b>	<b>7.00</b>	-	<b>9.00</b>	<b>2.00</b>	
<b>3100 - Communications Total FTE</b>	<b>60.00</b>	<b>60.00</b>		<b>62.00</b>	<b>2.00</b>	
<b>311500 - Field Operations</b>						
0082 Senior Office Specialist	2.00	2.00	-	2.00	-	
2240 Police Officer	152.00	152.00	-	152.00	-	
2260 Police Detective	5.00	5.00	-	5.00	-	
2300 Police Sergeant	23.00	23.00	-	23.00	-	
2320 Police Lieutenant	8.00	8.00	-	8.00	-	
2340 Police Captain	1.00	1.00	-	1.00	-	

# Police Department

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
2571 Police Service Representative	4.00	4.00	-	4.00	-	
2673 Police Program Coordinator	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>197.00</b>	<b>197.00</b>		<b>197.00</b>	<b>-</b>	
<b>311500 - Field Operations</b>	<b>197.00</b>	<b>197.00</b>		<b>197.00</b>	<b>-</b>	
<b>311500 - Field Operations (Measure Z)</b>						
2240 Police Officer	40.00	42.00	2.00	55.00	13.00	5a, 5b
2260 Police Detective	2.00	2.00	-	2.00	-	
2300 Police Sergeant	5.00	5.00	-	5.00	-	
<b>Full-Time Benefitted Total</b>	<b>47.00</b>	<b>49.00</b>	<b>2.00</b>	<b>62.00</b>	<b>13.00</b>	
<b>311500 - Field Operations (Measure Z)</b>	<b>47.00</b>	<b>49.00</b>	<b>2.00</b>	<b>62.00</b>	<b>13.00</b>	
<b>311500 - Field Operations Total FTE</b>	<b>244.00</b>	<b>246.00</b>	<b>2.00</b>	<b>259.00</b>	<b>13.00</b>	
<b>312000 - Aviation</b>						
2240 Police Officer	1.00	1.00	-	1.00	-	
2280 Police Pilot	5.00	5.00	-	5.00	-	
2300 Police Sergeant	1.00	1.00	-	1.00	-	
5450 Senior Aircraft Mechanic	2.00	2.00	-	2.00	-	
<b>Full-Time Benefitted Total</b>	<b>9.00</b>	<b>9.00</b>		<b>9.00</b>	<b>-</b>	
<b>312000 - Aviation</b>	<b>9.00</b>	<b>9.00</b>		<b>9.00</b>	<b>-</b>	
<b>312500 - Special Operations</b>						
2240 Police Officer	39.00	39.00	-	39.00	-	
2260 Police Detective	15.00	15.00	-	16.00	1.00	6a
2300 Police Sergeant	7.00	7.00	-	7.00	-	
2320 Police Lieutenant	5.00	5.00	-	5.00	-	
2340 Police Captain	1.00	1.00	-	1.00	-	
2571 Police Service Representative	4.00	4.00	-	4.00	-	
9137 Crime Analyst	3.00	3.00	-	3.00	-	
9139 Supervising Crime Analyst	1.00	1.00	-	1.00	-	
9241 Programmer Analyst	1.00	-	(1.00)	-	-	3
9245 Senior Program Analyst	-	1.00	1.00	1.00	-	3
<b>Full-Time Benefitted Total</b>	<b>76.00</b>	<b>76.00</b>		<b>77.00</b>	<b>1.00</b>	
<b>312500 - Special Operations</b>	<b>76.00</b>	<b>76.00</b>		<b>77.00</b>	<b>1.00</b>	
<b>313000 - Central Investigations</b>						
2240 Police Officer	1.00	1.00	-	1.00	-	
2260 Police Detective	25.00	25.00	-	25.00	-	
2300 Police Sergeant	4.00	4.00	-	4.00	-	
2320 Police Lieutenant	1.00	1.00	-	1.00	-	
2340 Police Captain	1.00	1.00	-	1.00	-	
2571 Police Service Representative	3.00	3.00	-	3.00	-	
2615 Senior Forensic Specialist	3.00	3.00	-	3.00	-	
2620 Supervising Forensic Specialist	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>39.00</b>	<b>39.00</b>		<b>39.00</b>	<b>-</b>	
<b>313000 - Central Investigations</b>	<b>39.00</b>	<b>39.00</b>		<b>39.00</b>	<b>-</b>	
<b>313500 - Special Investigations</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	



# Police Department

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
2240 Police Officer	1.00	1.00	-	1.00	-	
2260 Police Detective	19.00	19.00	-	19.00	-	
2300 Police Sergeant	3.00	3.00	-	3.00	-	
2320 Police Lieutenant	1.00	1.00	-	1.00	-	
2571 Police Service Representative	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	26.00	26.00	-	26.00	-	
<b>313500 - Special Investigations</b>	<b>26.00</b>	<b>26.00</b>	<b>-</b>	<b>26.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>569.00</b>	<b>571.00</b>	<b>2.00</b>	<b>587.00</b>	<b>16.00</b>	

## SUMMARY OF CHANGES

Staffing levels increased by 2.00 FTE at the FY 2019/20 mid-cycle update as a result of the Measure Z Public Safety and Engagement Program. The FY 2020/21 budget reflects additional Measure Z positions programmed in the Measure Z spending plan.

## POSITION CHANGES

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

1. Office of the Chief (310000): Administrative Assistant (1.00 FTE) to Police Administrative Specialist (1.00 FTE)
2. Administrative Services Division (310500)
  - a) Police Program Coordinator (1.00 FTE) to Police Program Supervisor (1.00 FTE)
  - b) Office Specialist (1.00 FTE) to Senior Office Specialist (1.00 FTE)
3. Special Operations Division (312500): Program Analyst (1.00 FTE) to Senior Program Analyst (1.00 FTE)

**Position additions/deletions:** Net increase of 16.00 FTE in the proposed FY 2020/21 budget.

4. Communications Division (311000)
  - a) Add Measure Z Public Safety Dispatcher II (2.00 FTE) as programmed in the Measure Z spending plan.
5. Field Operations (311500)
  - b) Add Police Officer (2.0 FTE) for the Measure Z Public Safety Engagement Team, approved by City Council on April 2, 2019.
  - b) Add (13.00 FTE) Measure Z Police Officer positions as programmed in the Measure Z spending plan.
6. Special Operations (312500)
  - a) Add grant funded Police Detective position approved upon acceptance of grant funding; position is 70% grant funded and 30% General Fund.

# Fire Department

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>350000 - Administration</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
0410 Account Clerk II	1.00	1.00	-	-	(1.00)	2
0430 Senior Account Clerk	1.00	1.00	-	1.00	-	
0460 Accounting Technician	-	-	-	-	-	1a, 2
2125 Fire Battalion Chief (D)	2.00	2.00	-	2.00	-	
2170 Fire Chief	1.00	1.00	-	1.00	-	
8450 Senior Management Analyst	1.00	1.00	-	-	(1.00)	1b
9571 Administrative Services Manager (NC)	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>7.00</b>	<b>(2.00)</b>	
<b>350000 - Administration Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>7.00</b>	<b>(2.00)</b>	
<b>350500 - Prevention</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0345 Administrative Assistant	1.00	1.00	-	1.00	-	
2125 Fire Battalion Chief (D)	1.00	1.00	-	1.00	-	
2135 Deputy Fire Marshal	1.00	1.00	-	1.00	-	
7197 Fire Plan Check Engineer	2.00	2.00	-	2.00	-	
7760 Fire Safety Inspector II	6.00	6.00	-	6.00	-	
7780 Senior Fire Safety Inspector	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	
<b>350500 - Prevention Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	
<b>351000 - Operations</b>						
1130 Inventory Control Specialist	-	-	-	1.00	1.00	3a
2040 Firefighter (S)	47.00	47.00	-	47.00	-	
2040 Firefighter (S)* - Paramedic	49.00	49.00	-	49.00	-	
2070 Fire Engineer	51.00	51.00	-	51.00	-	
2090 Fire Captain (S)	51.00	51.00	-	51.00	-	
2120 Fire Battalion Chief (S)	6.00	6.00	-	6.00	-	
9325 Emergency Medical Services Coordinator	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>205.00</b>	<b>205.00</b>	<b>-</b>	<b>206.00</b>	<b>1.00</b>	
<b>351000 - Operations Total</b>	<b>205.00</b>	<b>205.00</b>	<b>-</b>	<b>206.00</b>	<b>1.00</b>	
<b>351000 - Operations (Measure Z)</b>						
2040 Firefighter (S)	12.00	12.00	-	12.00	-	
2100 Fire Captain (D)	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	
<b>351000 - Operations (Measure Z) Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	
<b>35100 - Operations Total FTE</b>	<b>218.00</b>	<b>218.00</b>	<b>-</b>	<b>219.00</b>	<b>1.00</b>	
<b>351500 - Special Services</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0460 Accounting Technician	-	-	-	1.00	1.00	1a
2580 Emergency Services Coordinator	1.00	1.00	-	1.00	-	
2585 Emergency Services Administrator (NC)	1.00	1.00	-	1.00	-	
8450 Senior Management Analyst	-	-	-	1.00	1.00	1b
<b>Full-Time Benefitted Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>5.00</b>	<b>2.00</b>	
<b>351500 - Special Services Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>5.00</b>	<b>2.00</b>	

# Fire Department

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>352000 - Training</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
2100 Fire Captain (D)	1.00	1.00	-	1.00	-	
7750 Fire Safety Inspector I	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	3.00	3.00	-	3.00	-	
<b>352000 - Training Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	
<b>352000 - Training (Measure Z)</b>						
2100 Fire Captain (D)	1.00	1.00	-	1.00	-	
2125 Fire Battalion Chief (D)	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	2.00	2.00	-	2.00	-	
<b>352000 - Training (Measure Z) Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>352500 - Certified Unified Program Agency</b>						
7760 Fire Safety Inspector II	-	-	-	1.00	1.00	4a
9530 Administrative Analyst	-	-	-	1.00	1.00	4b
Full-Time Benefitted Total	-	-	-	2.00	2.00	
<b>352500 - Certified Unified Program Agency Total C</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>	
<b>352000 - Training Total FTE</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>7.00</b>	<b>2.00</b>	
<b>Total Budgeted FTE</b>	<b>248.00</b>	<b>248.00</b>	<b>-</b>	<b>251.00</b>	<b>3.00</b>	

## SUMMARY OF CHANGES

The department's staffing level increased by 3.00 FTE in the proposed FY 2020/21 budget from the addition of positions funded in whole or partially by grant and restricted funding.

## POSITION CHANGES

**Internal transfers** had no impact on total FTEs.

1. Transfer 1.00 FTE from Fire Administration (350000) to Special Services (351500).
  - a) Accounting Technician (1.00 FTE)
  - b) Senior Management Analyst (1.00 FTE)

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

2. Administration Division (350000): Account Clerk II (1.00 FTE) to Account Technician (1.00 FTE)

**Position additions/deletions:** Net increase of 3.00 FTE in the proposed FY 2020/21 budget.

3. Operations Division (351000) - 1.00 FTE, 10% grant funded
  - a) Inventory Control Specialist - grant position funded 10% by USAR 2019 grant and 90% General Fund.
4. Certified Unified Program Agency Division (352500) - restricted funding
  - a) Add Fire Safety Inspector II (1.00 FTE); approved by City Council on September 17, 2019.
  - b) Add Administrative Analyst (1.00 FTE)

# Public Works

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>410000 - Administration</b>						
0345 Administrative Assistant	1.00	1.00	-	1.00	-	
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
2580 Emergency Services Coordinator	1.00	1.00	-	1.00	-	
7213 Deputy Public Works Director / City Engineer (NC)	1.00	1.00	-	1.00	-	
7217 Deputy Public Works Director / Field Operations (NC)	1.00	1.00	-	1.00	-	
7400 Public Works Director	1.00	1.00	-	1.00	-	
8460 Principal Management Analyst	1.00	1.00	-	1.00	-	
9540 Senior Administrative Analyst	1.00	1.00	-	1.00	-	
9580 Fiscal Manager	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	9.00	9.00	-	9.00	-	
<b>410000 - Administration Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	
<b>411000 - Streets - Administration</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
3365 Senior Field Services Operations Manager (t	1.00	1.00	-	1.00	-	
8460 Principal Management Analyst	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	1.00	-	(1.00)	-	-	1a
Full-Time Benefitted Total	4.00	3.00	(1.00)	3.00	-	
<b>411000 - Streets - Administration Total</b>	<b>4.00</b>	<b>3.00</b>	<b>(1.00)</b>	<b>3.00</b>	<b>-</b>	
<b>411010 - Streets - Maintenance</b>						
2860 Custodian	-	-	-	1.00	1.00	2a
3210 Sign Technician	1.00	1.00	-	1.00	-	
3215 Senior Sign Technician	1.00	1.00	-	1.00	-	
3230 Vector Control Technician	2.00	2.00	-	2.00	-	
3240 Street Maintenance Worker	8.00	8.00	-	8.00	-	
3260 Street Maintenance Specialist	18.00	18.00	-	18.00	-	
3266 Graffiti Education Coordinator	1.00	1.00	-	1.00	-	
3290 Street Maintenance Crew Leader	4.00	4.00	-	4.00	-	
3310 Street Maintenance Supervisor	5.00	5.00	-	5.00	-	
4000 Heavy Equipment Operator	6.00	6.00	-	6.00	-	
9982 General Service Worker	4.00	4.00	-	4.00	-	
Full-Time Benefitted Total	50.00	50.00	-	51.00	1.00	
2935 General Service Worker (RESET)	5.00	5.00	-	5.00	-	
Part-Time Non-Benefitted Total	5.00	5.00	-	5.00	-	
<b>411010 - Streets - Maintenance Total</b>	<b>55.00</b>	<b>55.00</b>	<b>-</b>	<b>56.00</b>	<b>1.00</b>	
<b>411011 - Forestry and Landscape</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
3035 Landscape Maintenance Inspector	2.00	2.00	-	2.00	-	
3050 Tree Maintenance Inspector	3.00	4.00	1.00	3.00	(1.00)	1a, 2a
7867 Urban Forester Manager	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	7.00	8.00	1.00	7.00	(1.00)	
<b>411011 - Forestry and Landscape Total</b>	<b>7.00</b>	<b>8.00</b>	<b>1.00</b>	<b>7.00</b>	<b>(1.00)</b>	
<b>411030 - Storm Drain Maintenance</b>						
3130 Wastewater Collection System Technician II	1.00	1.00	-	1.00	-	

# Public Works

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
3240 Street Maintenance Worker	2.00	2.00	-	2.00	-	
3260 Street Maintenance Specialist	1.00	1.00	-	1.00	-	
4000 Heavy Equipment Operator	1.00	-	(1.00)	-	-	3a
<b>Full-Time Benefitted Total</b>	<b>5.00</b>	<b>4.00</b>	<b>(1.00)</b>	<b>4.00</b>	<b>-</b>	
<b>411030 - Storm Drain Maintenance Total</b>	<b>5.00</b>	<b>4.00</b>	<b>(1.00)</b>	<b>4.00</b>	<b>-</b>	
<b>411040 - Signals Maintenance</b>						
5190 Traffic Signal Technician II	4.00	4.00	-	4.00	-	
5211 Traffic Signal Maintenance Supervisor	1.00	1.00	-	1.00	-	
6765 Senior Engineering Aide	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	
<b>411040 - Signals Maintenance Total</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	
<b>411500 - City Engineering Services</b>						
0920 Development Services Representative III	2.00	2.00	-	2.00	-	
6765 Senior Engineering Aide	3.00	3.00	-	3.00	-	
6790 Land Records Technician II	1.00	1.00	-	-	(1.00)	4a
6820 Survey Party Chief	1.00	1.00	-	1.00	-	
6841 Surveyor (NC)	1.00	1.00	-	1.00	-	
6875 Engineering Technician	2.00	2.00	-	3.00	1.00	4a
6885 Senior Engineering Technician (Civil)	4.00	4.00	-	4.00	-	
7120 Associate Engineer	4.00	6.00	2.00	6.00	-	4b
7130 Senior Engineer	3.00	2.00	(1.00)	1.00	(1.00)	4c
7140 Principal Engineer	1.00	2.00	1.00	3.00	1.00	4c
7193 Engineering Manager (NC)	2.00	2.00	-	2.00	-	
7195 Plan Check Engineer	1.00	-	(1.00)	-	-	4b
7590 Construction Inspector II	10.00	10.00	-	11.00	1.00	8
7610 Senior Construction Inspector	1.00	1.00	-	1.00	-	
7631 Chief Construction Inspector	1.00	1.00	-	1.00	-	
7636 Construction Contracts Administrator	1.00	1.00	-	1.00	-	
9372 Construction Project Manager	2.00	2.00	-	2.00	-	
9530 Administrative Analyst	-	1.00	1.00	1.00	-	4d
9536 Administrative Analyst Trainee	1.00	-	(1.00)	-	-	4d
<b>Full-Time Benefitted Total</b>	<b>41.00</b>	<b>42.00</b>	<b>1.00</b>	<b>43.00</b>	<b>1.00</b>	
7195 Plan Check Engineer	1.00	-	(1.00)	-	-	4b
<b>Half-Time Benefitted Total</b>	<b>1.00</b>	<b>-</b>	<b>(1.00)</b>	<b>-</b>	<b>-</b>	
<b>411500 - City Engineering Services Total</b>	<b>42.00</b>	<b>42.00</b>	<b>-</b>	<b>43.00</b>	<b>1.00</b>	
<b>412000 - Traffic Engineering</b>						
6875 Engineering Technician	1.00	1.00	-	1.00	-	
6885 Senior Engineering Technician (Civil)	1.00	1.00	-	1.00	-	
7120 Associate Engineer	2.00	2.00	-	2.00	-	
7210 City Traffic Engineer	1.00	1.00	-	1.00	-	
7225 Senior Traffic Engineer	1.00	-	(1.00)	-	-	5
7140 Principal Engineer	-	1.00	1.00	1.00	-	5
<b>Full-Time Benefitted Total</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	
<b>412000 - Traffic Engineering Total</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>-</b>	
<b>412500 - Sewer Systems - Administration and Regulatory Compliance</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0410 Account Clerk II	2.00	2.00	-	1.00	(1.00)	9

# Public Works

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
4150 Wastewater Operations Manager	3.00	3.00	-	3.00	-	
4186 Wastewater Resources Analyst	2.00	2.00	-	2.00	-	
7218 Deputy Public Works Director / Wastewater (NC)	1.00	1.00	-	1.00	-	
8460 Principal Management Analyst	1.00	1.00	-	1.00	-	
8648 Safety Officer	1.00	1.00	-	1.00	-	
9264 Senior Geographic Information Systems (GIS) Analyst	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
9540 Senior Administrative Analyst	2.00	2.00	-	2.00	-	
<b>Full-Time Benefitted Total</b>	<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>14.00</b>	<b>(1.00)</b>	
<b>412500 - Sewer Systems - Administration and</b>	<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>14.00</b>	<b>(1.00)</b>	
<b>412510 - Sewer - Collection Systems Maintenance</b>						
3130 Wastewater Collection System Technician II	10.00	10.00	-	11.00	1.00	10
3170 Wastewater Collection System Crew Leade	3.00	3.00	-	3.00	-	
3174 Senior Wastewater Collection System Technician	1.00	1.00	-	1.00	-	
3185 Wastewater Maintenance Scheduler	1.00	1.00	-	1.00	-	
4000 Heavy Equipment Operator	-	1.00	1.00	1.00	-	3a
4150 Wastewater Operations Manager	1.00	1.00	-	1.00	-	
5505 Wastewater Mechanical Supervisor	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>17.00</b>	<b>18.00</b>	<b>1.00</b>	<b>19.00</b>	<b>1.00</b>	
<b>412510 - Sewer - Collection Systems</b>	<b>17.00</b>	<b>18.00</b>	<b>1.00</b>	<b>19.00</b>	<b>1.00</b>	
<b>412520 - Sewer Systems - Treatment</b>						
4112 Wastewater Plant Operator III	17.00	17.00	-	16.00	(1.00)	14a
4125 Wastewater Operations Dispatcher	4.00	4.00	-	4.00	-	
4130 Senior Wastewater Plant Operator	6.00	6.00	-	6.00	-	
4140 Wastewater Plant Supervisor	3.00	3.00	-	3.00	-	
9982 General Service Worker	1.00	1.00	-	-	(1.00)	14b
<b>Full-Time Benefitted Total</b>	<b>31.00</b>	<b>31.00</b>	<b>-</b>	<b>29.00</b>	<b>(2.00)</b>	
<b>412520 - Sewer Systems - Treatment Total</b>	<b>31.00</b>	<b>31.00</b>	<b>-</b>	<b>29.00</b>	<b>(2.00)</b>	
<b>412530 - Sewer Systems - Environmental Compliance</b>						
7670 Environmental Compliance Inspector II	6.00	6.00	-	6.00	-	
7675 Senior Environmental Compliance Inspecto	2.00	2.00	-	2.00	-	
7681 Environmental Compliance Supervisor	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	
<b>412530 - Sewer Systems - Environmental</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	
<b>412540 - Sewer Systems - Plant Maintenance</b>						
2910 Maintenance Worker I	2.00	2.00	-	2.00	-	
3185 Wastewater Maintenance Scheduler	1.00	1.00	-	1.00	-	
5490 Wastewater Maintenance Mechanic	12.00	12.00	-	12.00	-	
5495 Wastewater Co-Gen Specialist	1.00	1.00	-	-	(1.00)	15
5500 Senior Wastewater Maintenance Mechanic	2.00	2.00	-	2.00	-	
5505 Wastewater Mechanical Supervisor	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>19.00</b>	<b>19.00</b>	<b>-</b>	<b>18.00</b>	<b>(1.00)</b>	
<b>412540 - Sewer Systems - Plant Maintenance</b>	<b>19.00</b>	<b>19.00</b>	<b>-</b>	<b>18.00</b>	<b>(1.00)</b>	

# Public Works

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>412541 - Sewer Systems - Electrical and Instruments</b>						
3185 Wastewater Maintenance Scheduler	1.00	1.00	-	1.00	-	
4420 Plant and Equipment Electrician	3.00	3.00	-	3.00	-	
4470 Wastewater Electrical Supervisor	1.00	1.00	-	1.00	-	
5230 Instrument Technician	3.00	3.00	-	3.00	-	
5240 Senior Instrument Technician	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	9.00	9.00	-	9.00	-	
<b>412541 - Sewer Systems - Electrical and</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>-</b>	
<b>412542 - Sewer Systems - SCADA and SPL</b>						
4120 Wastewater Control System Technician	1.00	1.00	-	1.00	-	
7035 Senior SCADA System Technician	1.00	1.00	-	1.00	-	
7041 SCADA System Supervisor	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	3.00	3.00	-	3.00	-	
<b>412542 - Sewer Systems - SCADA and SPL Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	
<b>412543 - Sewer Systems - Warehouse</b>						
1130 Inventory Control Specialist	2.00	2.00	-	2.00	-	
Full-Time Benefitted Total	2.00	2.00	-	2.00	-	
<b>412543 - Sewer Systems - Warehouse Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>412550 - Sewer Systems - Laboratory Services</b>						
8025 Laboratory Analyst III	4.00	4.00	-	4.00	-	
8030 Laboratory Supervisor	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	5.00	5.00	-	5.00	-	
<b>412550 - Sewer Systems - Laboratory Services</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	
<b>412590 - Sewer Systems - Capital Engineering Services</b>						
7120 Associate Engineer	3.00	3.00	-	3.00	-	
7130 Senior Engineer	-	-	-	1.00	1.00	16
7140 Principal Engineer	2.00	2.00	-	2.00	-	
Full-Time Benefitted Total	5.00	5.00	-	6.00	1.00	
<b>412590 - Sewer Systems - Capital Engineering</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>6.00</b>	<b>1.00</b>	
<b>412591 - Sewer Systems - Plant Construction Support</b>						
7610 Senior Construction Inspector	1.00	1.00	-	1.00	-	
9372 Construction Project Manager (NC)	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	2.00	2.00	-	2.00	-	
<b>412591 - Sewer Systems - Plant Construction</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>413000 - Solid Waste - Administration</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
3361 Field Services Operations Manager (NC)	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
9540 Senior Administrative Analyst	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	4.00	4.00	-	4.00	-	
<b>413000 - Solid Waste - Administration Total</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	
<b>413010 - Solid Waste - Collection</b>						
3240 Street Maintenance Worker	1.00	1.00	-	1.00	-	
3390 Solid Waste Operator	9.00	9.00	-	11.00	2.00	17a
3400 Senior Solid Waste Operator	27.00	27.00	-	27.00	-	

## Public Works

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
3410 Solid Waste Collection Supervisor I	2.00	2.00	-	2.00	-	
3421 Solid Waste Collection Supervisor II (NC)	1.00	1.00	-	1.00	-	
9982 General Service Worker (FT Regular)	1.00	1.00	-	2.00	1.00	17b
<b>Full-Time Benefitted Total</b>	<b>41.00</b>	<b>41.00</b>	<b>-</b>	<b>44.00</b>	<b>3.00</b>	
2995 Weekend Crew Supervisor	1.00	1.00	-	1.00	-	
<b>Part-Time Non-Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>413010 - Solid Waste - Collection Total</b>	<b>42.00</b>	<b>42.00</b>	<b>-</b>	<b>45.00</b>	<b>3.00</b>	
<b>413040 - Solid Waste - Street Sweeping</b>						
3260 Street Maintenance Specialist	2.00	2.00	-	2.00	-	
3290 Street Maintenance Crew Leader	1.00	1.00	-	1.00	-	
3310 Street Maintenance Supervisor	1.00	1.00	-	1.00	-	
4030 Street Sweeper Operator	7.00	7.00	-	7.00	-	
<b>Full-Time Benefitted Total</b>	<b>11.00</b>	<b>11.00</b>	<b>-</b>	<b>11.00</b>	<b>-</b>	
2935 General Service Worker (RESET)	2.00	2.00	-	2.00	-	
<b>Part-Time Non-Benefitted Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>413040 - Solid Waste - Street Sweeping Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	
<b>414020 - NPDES - Urban Run-Off</b>						
3175 Wastewater Collection System Scheduler	1.00	1.00	-	-	(1.00)	6
4186 Wastewater Resources Analyst	-	-	-	1.00	1.00	6
7695 Environmental Services Coordinator	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>414020 - NPDES - Urban Run-Off Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>415000 - Public Parking</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
9504 Public Parking Services Manager	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	1.00	-	(1.00)	-	-	7
9540 Senior Administrative Analyst	-	1.00	1.00	1.00	-	7
<b>Full-Time Benefitted Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	
<b>415000 - Public Parking Total</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	
<b>415100 - Parking Enforcement</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
2421 Parking Control Representative	13.00	13.00	-	13.00	-	
2422 Senior Parking Control Representative	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>-</b>	
<b>415100 - Parking Enforcement Total</b>	<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>330.00</b>	<b>330.00</b>	<b>-</b>	<b>332.00</b>	<b>2.00</b>	

### SUMMARY OF CHANGES

The department's staffing level increased by 2.00 FTE in the FY 2020/21 proposed budget with the addition of a General Fund position funded by Riverside Public Utilities and a 3.00 FTE increase in the Refuse fund, offset by a 2.00 FTE reduction resulting from a Sewer fund reorganization.



# Public Works

Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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## POSITION CHANGES

**Internal transfers** had no impact on total FTEs, but were accompanied by position reclassifications.

1. Transfer 1.00 FTE from Administration (410000) to Forestry and Landscape (411011).
  - a) Administrative Analyst (1.00 FTE) reclassified to Tree Maintenance Inspector (1.00 FTE)
2. Transfer 1.00 FTE from Forestry & Landscape (411011) to Streets Maintenance (411010).
  - a) Tree Maintenance Inspector (1.00 FTE) reclassified to Custodian (1.00 FTE)
3. Transfer 1.00 FTE from Storm Drain Maintenance (411030) to Sewer - Collection System Maintenance (412510).
  - a) Heavy Equipment Operator (1.00 FTE)

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

4. City Engineering Services Division (411500)
  - a) Land Records Technician II (1.00 FTE) to Senior Engineering Technician (1.00 FTE)
  - b) Plan Check Engineer (2.00 FTE) to Associate Engineer (2.00 FTE)
  - c) Reclassify Senior Engineer (2.00 FTE) to Principal Engineer (2.00 FTE).
  - d) Administrative Analyst Trainee (1.00 FTE) to Administrative Analyst (1.00 FTE)
5. Traffic Engineering Division (412000): Senior Traffic Engineer (1.00 FTE) to Principal Engineer (1.00 FTE)
6. NPDES - Urban Run-Off Division (414020): Wastewater Collection System Scheduler (1.00 FTE) to Wastewater Resources Analyst (1.00 FTE)
7. Public Parking Division (415000): Administrative Analyst (1.00 FTE) to Senior Administrative Analyst (1.00 FTE)

**Position additions/deletions:** Net increase of 2.00 FTE in the proposed FY 2020/21 budget.

8. City Engineering Services Division (411500): Add Construction Inspector II (1.00 FTE) funded by Riverside Public Utilities.
9. Sewer Systems - Administration and Regulatory Compliance Division (412500): Delete Account Clerk II (1.00 FTE)
10. Sewer - Collection Systems Maintenance Division (412510): Add Wastewater Collection Systems Technician II (1.00 FTE)
14. Sewer Systems - Treatment Division (412520)
  - a) Delete Wastewater Plant Operator III (1.00 FTE)
  - b) Delete General Service Worker (1.00 FTE)
15. Sewer Systems - Plant Maintenance Division (412540): Delete Wastewater Co-Gen Specialist (1.00 FTE)
16. Sewer Systems - Capital Engineering Services Division (412590): Add Senior Engineer (1.00 FTE)
17. Solid Waste - Collection Division (413010)
  - a) Add Solid Waste Operator (2.00 FTE)
  - b) Add General Service Worker (1.00 FTE)

# Library

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>513000 - Administration</b>						
0082 Senior Office Specialist	1.00	1.00	-	-	(1.00)	1
0353 Senior Administrative Assistant	-	-	-	1.00	1.00	1
0430 Senior Account Clerk	1.00	1.00	-	1.00	-	
6035 Assistant Library Director (NC)	1.00	1.00	-	1.00	-	
6040 Library Director	1.00	1.00	-	1.00	-	
8450 Senior Management Analyst	1.00	1.00	-	1.00	-	
9165 Library Digital Systems Specialist	1.00	1.00	-	1.00	-	
9571 Administrative Services Manager (NC)	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	7.00	7.00	-	7.00	-	
<b>513000 - Administration Total</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>-</b>	
<b>513500 - Neighborhood Services</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
5785 Library Assistant	19.00	19.00	-	19.00	-	
5825 Library Technician	10.00	9.00	(1.00)	9.00	-	2
5865 Library Associate	13.00	14.00	1.00	14.00	-	2
5915 Librarian	7.00	7.00	-	7.00	-	
Full-Time Benefitted Total	50.00	50.00	-	50.00	-	
5785 Library Assistant	1.00	1.00	-	1.00	-	
Half-Time Benefitted Total	1.00	1.00	-	1.00	-	
2930 General Service Worker	0.50	0.50	-	0.50	-	
5770 Library Page	0.50	0.50	-	0.50	-	
5785 Library Assistant	1.00	1.00	-	1.00	-	
Part-Time Non-Benefitted Total	2.00	2.00	-	2.00	-	
<b>513500 - Neighborhood Services Total</b>	<b>53.00</b>	<b>53.00</b>	<b>-</b>	<b>53.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>60.00</b>	<b>60.00</b>	<b>-</b>	<b>60.00</b>	<b>-</b>	

## SUMMARY OF CHANGES

Staffing levels are unchanged from the previous budget period.

## POSITION CHANGES

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

- Administration Division (513000): Senior Office Specialist (1.00 FTE) to Senior Administrative Assistant (1.00 FTE)
- Neighborhood Services Division (513500): Library Technician (1.00 FTE) to Library Associate (1.00 FTE)

# Parks, Recreation, and Community Services

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>520000 - Administration</b>						
0025 Office Specialist	1.00	1.00	-	-	(1.00)	6a
0082 Senior Office Specialist	-	-	-	1.00	1.00	6a
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
0460 Accounting Technician	1.00	1.00	-	1.00	-	
6511 Deputy Park and Recreation Community Services Director (NC)	2.00	2.00	-	1.00	(1.00)	1a
6520 Parks, Recreation, and Community Services Director	1.00	1.00	-	1.00	-	
7855 Transportation and Trails Coordinator	-	1.00	1.00	1.00	-	3a
7860 Park Planner	-	-	-	1.00	1.00	2a
7870 Senior Park Planner	1.00	1.00	-	-	(1.00)	6b
8131 Project Manager (NC)	1.00	-	(1.00)	-	-	6b, 6c
8133 Principal Project Manager	-	1.00	1.00	1.00	-	6c
8450 Senior Management Analyst	1.00	1.00	-	-	(1.00)	6d
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
9571 Administrative Service Manager	-	-	-	1.00	1.00	6d
<b>Full-Time Benefitted Total</b>	<b>10.00</b>	<b>11.00</b>	<b>1.00</b>	<b>10.00</b>	<b>(1.00)</b>	
<b>520000 - Administration Total</b>	<b>10.00</b>	<b>11.00</b>	<b>1.00</b>	<b>10.00</b>	<b>(1.00)</b>	
<b>520020 - Administration - Special Transit Services</b>						
0025 Office Specialist	1.00	1.00	-	1.00	-	
0086 Senior Office Specialist (C)	1.00	-	(1.00)	-	-	7a
3930 Senior Minibus Driver Dispatcher-Scheduler	-	-	-	1.00	1.00	7b
3940 Minibus Driver Dispatcher-Scheduler	6.00	6.00	-	5.00	(1.00)	7b
3950 Minibus Driver	33.00	33.00	-	33.00	-	
6430 Special Transit Supervisor	2.00	2.00	-	2.00	-	
8440 Management Analyst	-	1.00	1.00	1.00	-	7a
9540 Senior Administrative Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>44.00</b>	<b>44.00</b>	<b>-</b>	<b>44.00</b>	<b>-</b>	
3950 Minibus Driver	4.25	4.25	-	4.25	-	
<b>Part-Time Non-Benefitted Total</b>	<b>4.25</b>	<b>4.25</b>	<b>-</b>	<b>4.25</b>	<b>-</b>	
<b>520020 - Administration - Special Transit Services Total</b>	<b>48.25</b>	<b>48.25</b>	<b>-</b>	<b>48.25</b>	<b>-</b>	
<b>520500 - Recreation</b>						
6420 Recreation Services Coordinator	12.00	12.00	-	17.00	5.00	5
6480 Recreation Supervisor	3.00	3.00	-	6.00	3.00	2a, 4a, 5
6490 Recreation Superintendent	-	-	-	1.00	1.00	1a
8757 Lead Outreach Worker	-	-	-	1.00	1.00	5
<b>Full-Time Benefitted Total</b>	<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>25.00</b>	<b>10.00</b>	
6380 Assistant Recreation Coordinator	5.25	5.25	-	5.25	-	
<b>3/4 Time - Benefitted Total</b>	<b>5.25</b>	<b>5.25</b>	<b>-</b>	<b>5.25</b>	<b>-</b>	
6380 Assistant Recreation Coordinator	2.50	2.50	-	4.50	2.00	5
8756 Outreach Worker (NC)	-	-	-	1.50	1.50	5
<b>Half-Time Benefitted Total</b>	<b>2.50</b>	<b>2.50</b>	<b>-</b>	<b>6.00</b>	<b>3.50</b>	
2930 General Service Worker	2.25	2.25	-	2.25	-	
6260 Lifeguard / Instructor	11.05	11.05	-	11.05	-	

## Parks, Recreation, and Community Services

		Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
6280	Pool Manager	2.04	2.04	-	2.04	-	
6285	Assistant Aquatics Coordinator	1.09	1.09	-	1.09	-	
6350	Recreation Leader	33.19	33.19	-	46.02	12.83	5
6380	Assistant Recreation Coordinator	1.87	1.87	-	1.87	-	
6580	Instructor	1.98	1.98	-	4.28	2.30	5
Part-Time Non-Benefitted Total		53.47	53.47	-	68.60	15.13	
<b>520500 - Recreation Total</b>		<b>76.22</b>	<b>76.22</b>	<b>-</b>	<b>104.85</b>	<b>28.63</b>	
<b>520500 - Recreation (Measure Z)</b>							
6260	Lifeguard / Instructor	0.11	0.11	-	-	(0.11)	8a
6280	Pool Manager	0.80	0.80	-	-	(0.80)	8a
6285	Assistant Aquatics Coordinator	0.11	0.11	-	-	(0.11)	8a
6350	Recreation Leader	0.45	0.45	-	-	(0.45)	8a
Part-Time Non-Benefitted Total		1.47	1.47	-	-	(1.47)	
<b>520500 - Recreation (Measure Z) Total</b>		<b>1.47</b>	<b>1.47</b>	<b>-</b>	<b>-</b>	<b>(1.47)</b>	
<b>520500 - Recreation Total</b>		<b>77.69</b>	<b>77.69</b>	<b>-</b>	<b>104.85</b>	<b>27.16</b>	
<b>521500 - Parks</b>							
2985	Park Maintenance Worker II	10.00	10.00	-	10.00	-	
3005	Park Maintenance Specialist	5.00	5.00	-	5.00	-	
3015	Park Supervisor	2.00	2.00	-	2.00	-	
3020	Park Maintenance Crew Leader	3.00	3.00	-	3.00	-	
3025	Park Superintendent	1.00	1.00	-	1.00	-	
3035	Landscape Maintenance Inspector	3.00	3.00	-	3.00	-	
4370	Maintenance Electrician	2.00	2.00	-	2.00	-	
4440	Air Conditioning Technician	1.00	1.00	-	1.00	-	
7855	Transportation and Trails Coordinator	1.00	-	(1.00)	-	-	3a
9530	Administrative Analyst	1.00	1.00	-	1.00	-	
9540	Senior Administrative Analyst	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total		30.00	29.00	(1.00)	29.00	-	
2930	General Service Worker	3.00	3.00	-	3.00	-	
2995	Weekend Crew Supervisor	2.25	2.25	-	2.25	-	
Part-Time Non-Benefitted Total		5.25	5.25	-	5.25	-	
<b>521500 - Parks Total</b>		<b>35.25</b>	<b>34.25</b>	<b>(1.00)</b>	<b>34.25</b>	<b>-</b>	
<b>521500 - Parks (Measure Z)</b>							
3015	Park Supervisor	-	2.00	2.00	1.00	(1.00)	9a, 9d
Full-Time Benefitted Total		-	2.00	2.00	1.00	(1.00)	
<b>521500 - Parks (Measure Z) Total</b>		<b>-</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>(1.00)</b>	
2930	General Service Worker	-	4.00	4.00	5.00	1.00	9a, 9e
2985	Park Maintenance Worker II	-	-	-	3.00	3.00	9f
2995	Weekend Crew Supervisor	-	2.00	2.00	-	(2.00)	9a, 9g
Part-Time Non-Benefitted Total		-	6.00	6.00	8.00	2.00	
<b>521500 - Parks (Measure Z) Total</b>		<b>-</b>	<b>6.00</b>	<b>6.00</b>	<b>8.00</b>	<b>2.00</b>	
<b>521500 - Parks Total</b>		<b>35.25</b>	<b>42.25</b>	<b>7.00</b>	<b>43.25</b>	<b>1.00</b>	
<b>521540 - Fairmount Park Golf Course</b>							

# Parks, Recreation, and Community Services

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
6480 Recreation Supervisor	1.00	1.00	-	-	(1.00)	4a
<b>Full-Time Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>(1.00)</b>	
6350 Recreation Leader	0.75	0.75	-	0.75	-	
6380 Assistant Recreation Coordinator	0.75	0.75	-	0.75	-	
<b>3/4 Time - Benefitted Total</b>	<b>1.50</b>	<b>1.50</b>	<b>-</b>	<b>1.50</b>	<b>-</b>	
2930 General Service Worker	0.50	0.50	-	0.50	-	
6580 Instructor	1.75	1.75	-	1.75	-	
<b>Part-Time Non-Benefitted Total</b>	<b>2.25</b>	<b>2.25</b>	<b>-</b>	<b>2.25</b>	<b>-</b>	
<b>521540 - Fairmount Park Golf Course Total</b>	<b>4.75</b>	<b>4.75</b>	<b>-</b>	<b>3.75</b>	<b>(1.00)</b>	
<b>522500 - Community Services</b>						
6420 Recreation Services Coordinator	5.00	5.00	-	-	(5.00)	5
6480 Recreation Supervisor	2.00	2.00	-	-	(2.00)	5
8757 Lead Outreach Worker	1.00	1.00	-	-	(1.00)	5
<b>Full-Time Benefitted Total</b>	<b>8.00</b>	<b>8.00</b>	<b>-</b>	<b>-</b>	<b>(8.00)</b>	
6380 Assistant Recreation Coordinator	2.00	2.00	-	-	(2.00)	5
8756 Outreach Worker (NC)	1.50	1.50	-	-	(1.50)	5
<b>Half-Time Benefitted Total</b>	<b>3.50</b>	<b>3.50</b>	<b>-</b>	<b>-</b>	<b>(3.50)</b>	
6350 Recreation Leader	12.83	12.83	-	-	(12.83)	5
6580 Instructor	2.30	2.30	-	-	(2.30)	5
<b>Part-Time Non-Benefitted Total</b>	<b>15.13</b>	<b>15.13</b>	<b>-</b>	<b>-</b>	<b>(15.13)</b>	
<b>522500 - Community Services Total</b>	<b>26.63</b>	<b>26.63</b>	<b>-</b>	<b>-</b>	<b>(26.63)</b>	
<b>Total Budgeted FTE</b>	<b>202.57</b>	<b>210.57</b>	<b>8.00</b>	<b>210.10</b>	<b>(0.47)</b>	

## SUMMARY OF CHANGES

Staffing levels increased by 8.00 FTE at the FY 2019/20 mid-cycle update as a result of the Measure Z Public Safety and Engagement Team. In FY 2020/21, staffing levels decreased by 0.47 FTE as a result of the expiration of the Measure Z Summer Pools program, offset by reorganizational changes in the Public Safety and Engagement Team.

## POSITION CHANGES

**Internal transfers** had no impact on total FTEs, but were accompanied by numerous position reclassifications.

1. Transfer 1.00 FTE from Administration (520000) to Recreation (520500).
  - a) Deputy Park and Recreation Community Services Director (1.00 FTE) reclassified to Recreation Superintendent (1.00 FTE)
2. Transfer 1.00 FTE from Recreation (520500) to Administration (520000).
  - a) Recreation Supervisor (1.00 FTE) reclassified to Park Planner (1.00 FTE)
3. Transfer 1.00 FTE from Parks (521500) to Administration (520000).
  - a) Transportation and Trails Coordinator (1.00 FTE)
4. Transfer 1.00 FTE from Fairmount Park Golf Course (521540) to Recreation (520500).
  - a) Recreation Supervisor (1.00 FTE)
5. Reorganization: Transfer all 26.63 FTE from Community Services (522500) to Recreation (520500).

# Parks, Recreation, and Community Services

Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

- 6. Administration Division (520000)
  - a) Office Specialist (1.00 FTE) to Senior Office Specialist (1.00 FTE)
  - b) Senior Park Planner (1.00 FTE) to Project Manager (1.00 FTE)
  - c) Project Manager (1.00 FTE) to Principal Project Manager (1.00 FTE)
  - d) Senior Management Analyst (1.00 FTE) to Administrative Service Manager (1.00 FTE)
- 7. Special Transit Services Division (520020)
  - a) Senior Office Specialist (1.00 FTE) to Management Analyst (1.00 FTE)
  - b) Minibus Driver - Dispatcher/Scheduler (1.00 FTE) to Senior Minibus driver (1.00 FTE); approved by City Council on August 6, 2019.

**Position additions/deletions:** Net increase of 8.00 FTE in the FY 2019/20 mid-cycle update, and decrease of 0.47 FTE in the proposed FY 2020/21 budget.

- 8. Recreation Division (520500)
  - a) Delete 1.47 FTE from Recreation due to end of Measure Z funding for Summer Pools on June 30, 2020.
- 9. Parks Division (521500)
  - a) Add Park Supervisor (2.00 FTE) for the Measure Z Public Safety and Engagement Team; approved by City Council on April 2, 2019.
  - b) Add General Services Worker (4.00 FTE) for the Measure Z Public Safety and Engagement Team; approved by City Council on April 2, 2019.
  - c) Add Weekend Crew Supervisor (2.00 FTE) for the Measure Z Public Safety and Engagement Team; approved by City Council on April 2, 2019.
  - d) Delete Parks Supervisor (1.0 FTE)
  - e) Add General Service Worker (1.0 FTE)
  - f) Add Parks Maintenance Worker II (3.0 FTE)
  - g) Delete Weekend Crew Supervisor (2.0 FTE)

# Museum

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>530500 - Facilities and Operations</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
6085 Associate Curator of Collections	2.00	1.00	(1.00)	-	(1.00)	1a, 1b
6090 Museum Maintenance Worker	1.00	1.00	-	1.00	-	
6120 Exhibition Designer	-	-	-	1.00	1.00	1b
6128 Associate Education Curator (Science)	1.00	1.00	-	1.00	-	
6130 Education Curator	1.00	1.00	-	1.00	-	
6140 Collections Registrar	-	1.00	1.00	1.00	-	1a
6150 Senior Museum Curator	1.00	1.00	-	1.00	-	
6160 Museum Curator	3.00	3.00	-	3.00	-	
6195 Museum Director	1.00	1.00	-	1.00	-	
8125 Project Coordinator	-	-	-	1.00	1.00	1c
9540 Senior Administrative Analyst	1.00	1.00	-	-	(1.00)	1c
9571 Administrative Services Manager	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	
6085 Associate Curator of Collections	0.50	0.50	-	0.50	-	
<b>Half-Time Benefitted Total</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>0.50</b>	<b>-</b>	
<b>530500 - Facilities and Operations Total</b>	<b>13.50</b>	<b>13.50</b>	<b>-</b>	<b>13.50</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>13.50</b>	<b>13.50</b>	<b>-</b>	<b>13.50</b>	<b>-</b>	<b>-</b>

## SUMMARY OF CHANGES

Staffing levels are unchanged from the previous budget period.

## POSITION CHANGES

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

1. Facilities and Operations Division (530500)
  - a) Associate Curator of Collections (1.00 FTE) to Curator of Collections (1.00 FTE)
  - b) Associate Curator of Collections (1.00 FTE) to Exhibition Designer (1.00 FTE)
  - c) Senior Administrative Analyst (1.00 FTE) to a Project Coordinator (1.00 FTE)

# Public Utilities - Administration

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>600000 - Management Services</b>						
0024 Office Specialist	1.00	1.00	-	1.00	-	
0345 Administrative Assistant	6.00	6.00	-	5.00	(1.00)	9a
0353 Senior Administrative Assistant	1.00	1.00	-	1.00	-	
0450 Senior Accounting Technician (C)	2.00	2.00	-	1.00	(1.00)	15b
0460 Accounting Technician	1.00	1.00	-	1.00	-	
6985 Building Services Project Coordinator	1.00	1.00	-	1.00	-	
7247 Utilities Principal Resource Analyst	1.00	1.00	-	-	(1.00)	10a
7420 Public Utilities General Manager	1.00	1.00	-	1.00	-	
7424 Utilities Assistant GM / Energy Delivery (NC)	1.00	1.00	-	1.00	-	
7436 Utilities Assistant GM / Water Delivery (NC)	1.00	1.00	-	1.00	-	
8131 Project Manager	1.00	1.00	-	1.00	-	
8260 Accountant II	2.00	2.00	-	2.00	-	
8280 Senior Accountant	2.00	2.00	-	2.00	-	
8366 Utilities Assistant GM / Resources (NC)	1.00	1.00	-	1.00	-	
8376 Utilities Assistant GM / Finance and Administration (NC)	1.00	1.00	-	1.00	-	
8389 Utilities Analyst	-	-	-	1.00	1.00	15b
8393 Utilities Senior Analyst	1.00	1.00	-	1.00	-	
8394 Utilities Principal Analyst	5.00	5.00	-	5.00	-	
8398 Utilities Fiscal Manager (NC)	3.00	3.00	-	4.00	1.00	15c
8460 Principal Management Analyst	1.00	1.00	-	-	(1.00)	15c
9530 Administrative Analyst	1.00	2.00	1.00	2.00	-	15a
9540 Senior Administrative Analyst	1.00	-	(1.00)	-	-	15a
<b>Full-Time Benefitted Total</b>	<b>35.00</b>	<b>35.00</b>	<b>-</b>	<b>33.00</b>	<b>(2.00)</b>	
9950 Technical Intern	1.00	1.00	-	1.00	-	
<b>Part-Time Non-Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>600000 - Management Services Total</b>	<b>36.00</b>	<b>36.00</b>	<b>-</b>	<b>34.00</b>	<b>(2.00)</b>	
<b>600300 - Office of Operational Technology</b>						
1070 Utilities Senior Program / Service Representative	1.00	1.00	-	-	(1.00)	5b
1073 Utilities Principal Program / Service Representative	1.00	1.00	-	-	(1.00)	3e
7245 Utilities Resources Analyst	2.00	2.00	-	-	(2.00)	11a
7246 Utilities Senior Resource Analyst	3.00	3.00	-	-	(3.00)	3b
7247 Utilities Principal Resource Analyst	1.00	1.00	-	-	(1.00)	3g
7521 Utilities Power Resources Manager (NC)	1.00	1.00	-	-	(1.00)	2b
8131 Project Manager	3.00	3.00	-	-	(3.00)	2c, 4a, 5a
8132 Senior Project Manager	1.00	1.00	-	-	(1.00)	3a
8386 Utilities Customer Communications Coordinator	1.00	1.00	-	-	(1.00)	1a
8460 Principal Management Analyst	1.00	1.00	-	-	(1.00)	2a
9239 Innovation & Technology Officer II	6.00	6.00	-	1.00	(5.00)	19a
9240 Innovation & Technology Officer I	2.00	2.00	-	-	(2.00)	3f
9244 Chief Innovation Security Officer	1.00	1.00	-	1.00	-	
9264 Senior Geographic Information Systems Analyst	2.00	2.00	-	-	(2.00)	3c, 19b
9530 Administrative Analyst	1.00	1.00	-	-	(1.00)	3d
<b>Full-Time Benefitted Total</b>	<b>27.00</b>	<b>27.00</b>	<b>-</b>	<b>2.00</b>	<b>(25.00)</b>	



# Public Utilities - Administration

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
9950 Technical Intern	1.00	1.00	-	-	(1.00)	19c
Part-Time Non-Benefitted Total	1.00	1.00	-	-	(1.00)	
<b>600300 - Office of Operational Technology Total</b>	<b>28.00</b>	<b>28.00</b>	<b>-</b>	<b>2.00</b>	<b>(26.00)</b>	
<b>600400 - Business Support</b>						
8460 Principal Management Analyst	1.00	1.00	-	-	(1.00)	16b
9176 Senior Network Support Specialist	1.00	1.00	-	1.00	-	
9255 Business Systems Support Manager	1.00	1.00	-	-	(1.00)	16c
9257 Senior Business Systems Analyst	2.00	2.00	-	4.00	2.00	11a
9262 Business Systems Support Technician	3.00	3.00	-	3.00	-	12a, 16a
9265 Business Systems Manager II	-	-	-	1.00	1.00	16c
9266 Principal Business Systems Analyst	-	-	-	1.00	1.00	16b
9530 Administrative Analyst	-	-	-	1.00	1.00	16a
Full-Time Benefitted Total	8.00	8.00	-	11.00	3.00	
<b>600400 - Business Support Total</b>	<b>8.00</b>	<b>8.00</b>	<b>-</b>	<b>11.00</b>	<b>3.00</b>	
<b>600500 - Utility Billing</b>						
0610 Utilities Customer Service Representative II	11.00	11.00	-	11.00	-	
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
9540 Senior Administrative Analyst	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	13.00	13.00	-	13.00	-	
<b>600500 - Utility Billing Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>-</b>	
<b>600700 - Safety</b>						
8654 Utilities Safety and Training Manager	1.00	1.00	-	1.00	-	
8655 Safety Specialist	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	2.00	2.00	-	2.00	-	
<b>600700 - Safety Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	
<b>601000 - Field Services</b>						
0082 Senior Office Specialist	1.00	1.00	-	-	(1.00)	20a
0410 Account Clerk II	1.00	1.00	-	-	(1.00)	20b
0650 Utilities Customer Service Supervisor	2.00	2.00	-	2.00	-	
0670 Utilities Field Services Assistant	7.00	7.00	-	7.00	-	
0680 Utilities Meter Reader	18.00	18.00	-	16.00	(2.00)	20c
0810 Utilities Senior Field Services Technician	15.00	15.00	-	14.00	(1.00)	20d
0831 Utilities Field Services Manager (NC)	1.00	1.00	-	-	(1.00)	6a
Full-Time Benefitted Total	45.00	45.00	-	39.00	(6.00)	
0810 Utilities Senior Field Services Technician	0.50	0.50	-	-	(0.50)	20e
2930 General Service Worker	0.75	0.75	-	0.75	-	
Part-Time Non-Benefitted Total	1.25	1.25	-	0.75	(0.50)	
<b>601000 - Field Services Total</b>	<b>46.25</b>	<b>46.25</b>	<b>-</b>	<b>39.75</b>	<b>(6.50)</b>	
<b>601500 - Customer Service</b>						
0082 Senior Office Specialist	-	-	-	1.00	1.00	17a
0345 Administrative Assistant	1.00	1.00	-	-	(1.00)	17a
0610 Utilities Customer Communications Coordinator	51.00	51.00	-	39.00	(12.00)	12a, 13a
0613 Utilities Customer Service Representative III	7.00	7.00	-	5.00	(2.00)	13b

## Public Utilities - Administration

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
0650 Utilities Customer Service Supervisor	5.00	5.00	-	4.00	(1.00)	13c
0891 Utilities Customer Service Manager	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>65.00</b>	<b>65.00</b>	<b>-</b>	<b>50.00</b>	<b>(15.00)</b>	
<b>601500 - Customer Service Total</b>	<b>65.00</b>	<b>65.00</b>	<b>-</b>	<b>50.00</b>	<b>(15.00)</b>	
<b>601531 - Customer Service - 311 Call Center</b>						
0610 Utilities Customer Service Representative II	-	-	-	11.00	11.00	13a
0613 Utilities Customer Service Representative III	-	-	-	2.00	2.00	13b
0650 Utilities Customer Service Supervisor	-	-	-	1.00	1.00	13c
8921 Utilities Customer Service Manager	-	-	-	1.00	1.00	10a
<b>Full-Time Benefitted Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15.00</b>	<b>15.00</b>	
<b>601531 - Customer Service - 311 Call Center Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15.00</b>	<b>15.00</b>	
<b>602000 - Customer Engagement</b>						
0082 Senior Office Specialist	-	-	-	1.00	1.00	14a
0345 Administrative Assistant	-	-	-	1.00	1.00	18e
0600 Utilities Customer Service Representative I	-	-	-	1.00	1.00	9a
0613 Utilities Customer Service Representative III	-	-	-	1.00	1.00	18d
0650 Utilities Customer Service Supervisor	-	-	-	1.00	1.00	14b
1040 Utilities Information Assistant	2.00	2.00	-	4.00	2.00	14c, 18b
1065 Utilities Programs / Services Representative	-	-	-	1.00	1.00	7a
1070 Utilities Senior Programs / Services Representative	1.00	-	(1.00)	6.00	6.00	7b, 14d, 14h 18a, 18c
1073 Utilities Principal Programs / Service Representative	1.00	2.00	1.00	3.00	1.00	14e, 18a, 18c
1079 Utilities Public Benefits / Customer Relations Manager (NC)	-	-	-	1.00	1.00	14f
7802 Principal Graphics Technician	1.00	1.00	-	-	(1.00)	18d
8386 Utilities Customer Communications Coordinator	-	-	-	1.00	1.00	18b
8440 Management Analyst	-	-	-	1.00	1.00	14g
<b>Full-Time Benefitted Total</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>22.00</b>	<b>17.00</b>	
0990 Utility Surveyor / Installer	0.50	0.50	-	-	(0.50)	18e
<b>Part-Time Non-Benefitted Total</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>-</b>	<b>(0.50)</b>	
<b>602000 - Customer Engagement Total</b>	<b>5.50</b>	<b>5.50</b>	<b>-</b>	<b>22.00</b>	<b>16.50</b>	
<b>602010 - Public Benefit Program</b>						
0082 Senior Office Specialist	1.00	1.00	-	-	(1.00)	14a
0650 Utilities Customer Service Supervisor	1.00	1.00	-	-	(1.00)	14b
1040 Utilities Information Assistant	3.00	3.00	-	-	(3.00)	14c
1065 Utilities Program / Services Representative	1.00	1.00	-	-	(1.00)	14h
1070 Utilities Senior Program / Services Representative	3.00	3.00	-	-	(3.00)	14d
1073 Utilities Principal Programs / Service Representative	2.00	2.00	-	-	(2.00)	14e
1079 Utilities Public Benefits / Customer Relations Manager (NC)	1.00	1.00	-	-	(1.00)	14f
8440 Management Analyst	1.00	1.00	-	-	(1.00)	14g
<b>Full-Time Benefitted Total</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>-</b>	<b>(13.00)</b>	

# Public Utilities - Administration

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
0990 Utility Surveyor / Installer	0.50	0.50	-	-	(0.50)	21a
Part-Time Non-Benefitted Total	0.50	0.50	-	-	(0.50)	
<b>602010 - Public Benefit Program Total</b>	<b>13.50</b>	<b>13.50</b>	<b>-</b>	<b>-</b>	<b>(13.50)</b>	
<b>602500 - Legislative and Regulatory Risk</b>						
7521 Utilities Power Resources Manager (NC)	1.00	1.00	-	1.00	-	
8394 Utilities Principal Analyst	1.00	1.00	-	-	(1.00)	8a
Full-Time Benefitted Total	2.00	2.00	-	1.00	(1.00)	
<b>602500 - Legislative and Regulatory Risk Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>1.00</b>	<b>(1.00)</b>	
<b>Total Budgeted FTE</b>	<b>219.25</b>	<b>219.25</b>	<b>-</b>	<b>189.75</b>		

## SUMMARY OF CHANGES

The Administration department of Riverside Public Utilities has undertaken a comprehensive reorganization that included the transfer of nearly all Office of Operational Technology personnel to other divisions or to the Electric and Water departments; the transfer of all Public Benefits Program personnel to the Customer Engagement division; and the creation of the 311 Call Center Operations as a separate division to better track the activities of the program.

## POSITION CHANGES

**Interdepartmental transfers** resulted in a net decrease of 17.00 FTE and were accompanied by numerous reclassifications.

1. Transfer out 1.00 FTE from Administration - Office of Operational Technology (600300) to City Manager's Office - Communications (114000).
  - a) Utilities Customer Communication Coordinator (1.00 FTE)
2. Transfer out 3.0 FTE from Administration - Office of Operational Technology (600300) to Electric - Operations (610000).
  - a) Principal Management Analyst (1.00 FTE) reclassified to Utilities Electric Meter Shop Assistant (1.00 FTE)
  - b) Utilities Power Resources Manager (1.00 FTE) reclassified to Utilities Electric Superintendent (1.00 FTE)
  - c) Project Manager (1.00 FTE)
3. Transfer out 10.0 FTE from Administration - Office of Operational Technology (600300) to Electric - Power Supply Operations (612000).
  - a) Senior Project Manager (1.00 FTE) reclassified to Principal Project Manager (1.00 FTE)
  - b) Utilities Senior Resource Analyst (3.00 FTE)
  - c) Senior Geographic Information Systems Analyst (1.00 FTE)
  - d) Administrative Analyst (1.00 FTE)
  - e) Utilities Principal Program/Service Representative (1.00 FTE) reclassified to Utilities Customer Service Supervisor (1.00 FTE)
  - f) Innovation & Technology Officer I (2.00 FTE) reclassified to Utilities Senior Resource Analyst (2.00 FTE)
  - g) Utilities Principal Resource Analyst (1.00 FTE) reclassified to Utilities Power Resource Manager (1.00 FTE)
4. Transfer out 1.00 FTE from Administration - Office of Operational Technology (600300) to Water - Production and Operations (620000).
  - a) Project Manager (1.00 FTE)
5. Transfer out 2.00 FTE from Administration - Office of Operational Technology (600300) to Water - Engineering (621000).
  - a) Project Manager (1.00 FTE)
  - b) Utilities Senior Programs/Services Representative (1.00 FTE)
6. Transfer out 1.00 FTE from Administration - Field Services (601000) to Electric - Operations (610000).
  - a) Utilities Field Services Manager (1.00 FTE) reclassified to Utilities Electric Meter Technician (2.00 FTE)
7. Transfer in 2.00 FTE from Water Conservation (622020) to Administration - Customer Engagement (602000).
  - a) Utilities Programs / Services Representative (1.00 FTE)
  - b) Utilities Senior Programs / Services Representative (1.00 FTE)
8. Transfer out 1.00 FTE from Administration - Legislative & Regulatory Risk (602500) to Electric - Power Supply Operations (612000):
  - a) Utilities Principal Analyst (1.00 FTE)

# Public Utilities - Administration

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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**Internal transfers** of positions between Administration divisions had no impact on total FTEs, but were accompanied by numerous reclassifications.

9. Transfer 1.00 FTE from Management Services (600000) to Customer Engagement (602000).
  - a) Administrative Assistant (1.00 FTE) reclassified to Utilities Customer Service Rep I (1.00 FTE)
10. Transfer 1.00 FTE from Management Services (600000) to Customer Service - 311 Call Center (601531).
  - a) Utilities Principal Resource Analyst (1.00 FTE) reclassified to Utilities Customer Service Manager (1.00 FTE)
11. Transfer 2.00 FTE from Office of Operational Technology (600300) to Business Support (600400).
  - a) Utilities Resource Analyst (2.00 FTE) reclassified to Senior Business Systems Analyst (2.00 FTE)
12. Transfer 1.00 FTE from Customer Service (601500) to Business Support (600400).
  - a) Utilities Customer Service Representative II (1.00 FTE) reclassified to Business Systems Support Technician (1.00 FTE)
13. Transfer 14.00 FTE from Customer Service (601500) to Customer Service - 311 Call Center (601531).
  - a) Utilities Customer Service Representative II (11.00 FTE)
  - b) Utilities Customer Service Representative III (2.00 FTE)
  - c) Utilities Customer Service Supervisor (1.00 FTE)
14. Transfer 12.00 FTE from Public Benefit Program (602010) to Customer Engagement (602000).
  - a) Senior Office Specialist (1.00 FTE)
  - b) Utilities Customer Service Supervisor (1.00 FTE)
  - c) Utilities Information Assistant (3.00 FTE)
  - d) Utilities Senior Programs/Services Representative (3.00 FTE)
  - e) Utilities Principal Program/Service Representative (2.00 FTE)
  - f) Utilities Public Benefits/Customer Relations Manager (1.00 FTE)
  - g) Management Analyst (1.00 FTE)
  - h) Utilities Program/Services Representative (1.00 FTE) reclassified to Utilities Senior Programs/Services Representative (1.00 FTE)

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need. The net impact of the reclassifications included in the FY 2020/21 proposed budget is an increase of 0.50 FTE for a part-time position reclassification to a full-time position. reclassification.

15. Management Services Division (600000)
  - a) Senior Administrative Analyst (1.00 FTE) to Administrative Analyst (1.00)
  - b) Senior Accounting Technician (1.00 FTE) to Utilities Analyst (1.00 FTE)
  - c) Principal Management Analyst (1.00 FTE) to Utilities Fiscal Manager (1.00 FTE)
16. Business Support Division (600400)
  - a) Business Systems Support Technician (1.00 FTE) to Administrative Analyst (1.00 FTE)
  - b) Principal Management Analyst to Principal Business Systems Analyst; approved by City Council on November 19, 2019.
  - c) Business Systems Support Manager to Business Systems Manager II; approved by City Council on November 19, 2019.
17. Customer Service Division (601500)
  - a) Administrative Assistant (1.00 FTE) to Senior Office Specialist (1.00 FTE)
18. Customer Engagement Division (602000)
  - a) Utilities Senior Program/Service Representative (1.00 FTE) to Utilities Principal Program/Service Representative (1.00 FTE)
  - b) Utilities Information Assistant (1.00 FTE) to Utilities Customer Communications Coordinator (1.00 FTE)
  - c) Utilities Principal Program/Services Representative (1.00 FTE) to Utilities Senior Program/Service Representative (1.00)
  - d) Principal Graphics Technician (1.00 FTE) to a Utilities Customer Service Representative III (1.00 FTE)
  - e) Utilities Surveyor/Installer (.50 FTE) to an Administrative Assistant (1.00 FTE)

# Public Utilities - Administration

Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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**Position additions/deletions:** Net decrease of 13.00 FTE in the Administration Department in the proposed FY 2020/21 budget.

19. Office of Operational Technology Division (600300) - net decrease of 7.00 FTE

- a) Delete Innovation & Technology Officer II (5.00 FTE)
- b) Delete Senior Geographic Information Analyst (1.00 FTE)
- c) Delete Technical Intern (1.00 FTE)

20. Field Services Division (601000) - net decrease of 5.50 FTE

- a) Delete Senior Office Specialist (1.00 FTE)
- b) Delete Account Clerk II (1.00 FTE)
- c) Delete Utilities Meter Reader (2.00 FTE)
- d) Delete Utilities Senior Field Services Technician (1.00 FTE)
- e) Delete Utilities Senior Field Services Technician (0.50 FTE)

21. Public Benefit Program Division (602010) - net decrease of 0.50 FTE

- a) Delete Utilities Surveyor/Installer (0.50 FTE)

# Public Utilities - Electric

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>610000 - Operations</b>						
0082 Senior Office Specialist	2.00	2.00	-	2.00	-	
4700 Utilities Electric Supervisor	-	-	-	1.00	1.00	13b
4720 Utilities Electric Superintendent	2.00	2.00	-	3.00	1.00	3b
4745 Utilities Electric Meter Shop Assistant	1.00	1.00	-	2.00	1.00	3a
4765 Utilities Electric Meter Technician	5.00	5.00	-	12.00	7.00	2a, 9a, 13a
4860 Utilities Electric Power System Dispatcher II	13.00	13.00	-	9.50	(3.50)	1a, 9b
4875 Utilities Dispatcher Supervisor	-	-	-	1.00	1.00	9b
4876 Utilities Dispatch Superintendent	1.00	1.00	-	1.00	-	
5000 Utilities Transformer Technician II	2.00	2.00	-	-	(2.00)	9a
5020 Utilities Substation Electrician	13.00	13.00	-	13.00	-	
5060 Utilities Substation Test Technician	6.00	6.00	-	7.00	1.00	13c
5061 Utilities Substation Test Supervisor	1.00	1.00	-	1.00	-	
5100 Utilities Substation Construction / Maintenance Supervisor	3.00	3.00	-	3.00	-	
5120 Utilities Electric Operations Manager	1.00	1.00	-	1.00	-	
7040 SCADA System Supervisor	1.00	1.00	-	1.00	-	
7180 Utilities Senior Electrical Engineer	-	-	-	1.00	1.00	8a
7140 Principal Engineer	-	-	-	1.00	1.00	8b
8131 Project Manager	-	-	-	1.00	1.00	3c
8389 Utilities Analyst	1.00	1.00	-	1.00	-	
8394 Utilities Principal Analyst	-	-	-	1.00	1.00	13d
9176 Senior Network Support Specialist	1.00	1.00	-	1.00	-	
9230 Senior Systems Analyst	2.00	2.00	-	2.00	-	
<b>Full-Time Benefitted Total</b>	<b>55.00</b>	<b>55.00</b>	<b>-</b>	<b>65.50</b>	<b>10.50</b>	
<b>610000 - Operations Total</b>	<b>55.00</b>	<b>55.00</b>	<b>-</b>	<b>65.50</b>	<b>10.50</b>	
<b>610500 - Field Operations</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
3610 Utilities Crew Helper	2.00	2.00	-	-	(2.00)	14a
3820 Utilities Street Light Maintenance Worker	2.00	2.00	-	2.00	-	
4640 Utilities Power Line Technician	42.00	42.00	-	42.00	-	
4660 Utilities Electric Troubleshooter	4.00	4.00	-	4.00	-	
4700 Utilities Electric Supervisor	11.00	11.00	-	11.00	-	
4710 Utilities Electric Field Manager	1.00	1.00	-	1.00	-	
4720 Utilities Electric Superintendent	2.00	2.00	-	2.00	-	
6765 Senior Engineering Aide	1.00	1.00	-	-	(1.00)	7a
7180 Utilities Senior Electrical Engineer	1.00	1.00	-	-	(1.00)	7b
7590 Construction Inspector II	2.00	2.00	-	2.00	-	
7610 Senior Construction Inspector	-	-	-	1.00	1.00	14b
9257 Senior Business Systems Support Analyst	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	3.00	3.00	-	3.00	-	
9540 Senior Administrative Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>74.00</b>	<b>74.00</b>	<b>-</b>	<b>71.00</b>	<b>(3.00)</b>	
<b>610500 - Field Operations Total</b>	<b>74.00</b>	<b>74.00</b>	<b>-</b>	<b>71.00</b>	<b>(3.00)</b>	
<b>611000 - Energy Delivery Engineering</b>						
0082 Senior Office Specialist	3.00	3.00	-	3.00	-	
6755 Engineering Aide	8.00	8.00	-	7.00	(1.00)	10c
6765 Senior Engineering Aide	11.00	11.00	-	12.00	1.00	7a
6865 Utilities Supervising Engineering Technician	3.00	3.00	-	4.00	1.00	10b

## Public Utilities - Electric

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
6875 Engineering Technician	7.00	7.00	-	8.00	1.00	15a
6895 Utilities Senior Engineering Technician	8.00	8.00	-	7.00	(1.00)	10b
7140 Principal Engineer	7.00	7.00	-	6.00	(1.00)	8b
7175 Utilities Electrical Engineer	3.00	3.00	-	4.00	1.00	15b
7180 Utilities Senior Electrical Engineer	14.00	14.00	-	14.00	-	7b, 8a
7191 Utilities Electrical Engineering Manager (NC)	1.00	1.00	-	1.00	-	
9530 Administrative Analyst	2.00	2.00	-	2.00	-	10a, 10c
9540 Senior Administrative Analyst	-	-	-	1.00	1.00	10a
<b>Full-Time Benefitted Total</b>	<b>67.00</b>	<b>67.00</b>	<b>-</b>	<b>69.00</b>	<b>2.00</b>	
9950 Technical Intern	1.00	1.00	-	1.00	-	
<b>Part-Time Non-Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>611000 - Energy Delivery Engineering Total</b>	<b>68.00</b>	<b>68.00</b>	<b>-</b>	<b>70.00</b>	<b>2.00</b>	
<b>612000 - Power Supply Operations</b>						
0650 Utilities Customer Service Supervisor	-	-	-	1.00	1.00	4e
7235 Utilities Power Scheduler / Trader	15.00	15.00	-	14.00	(1.00)	11a
7245 Utilities Resources Analyst	2.00	2.00	-	2.00	-	
7246 Utilities Senior Resource Analyst	9.00	9.00	-	15.00	6.00	4b, 4f, 11a
7247 Utilities Principal Resource Analyst	7.00	7.00	-	7.00	-	
7521 Utilities Power Resources Manager (NC)	3.00	3.00	-	4.00	1.00	4g
8133 Principal Project Manager	-	-	-	1.00	1.00	4a
8394 Utilities Principal Analyst	-	-	-	1.00	1.00	5a
9264 Senior Geographic Information Systems Analyst	-	-	-	1.00	1.00	4c
9530 Administrative Analyst	-	-	-	1.00	1.00	4d
<b>Full-Time Benefitted Total</b>	<b>36.00</b>	<b>36.00</b>	<b>-</b>	<b>47.00</b>	<b>11.00</b>	
9950 Technical Intern	1.00	1.00	-	1.00	-	
<b>Part-Time Non-Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>612000 - Power Supply Operation Total</b>	<b>37.00</b>	<b>37.00</b>	<b>-</b>	<b>48.00</b>	<b>11.00</b>	
<b>612013 - Riverside Energy Resource Center (RERC) Generating Plant</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
1130 Inventory Control Specialist	1.00	1.00	-	1.00	-	
4708 Utilities Generation Manager (NC)	1.00	1.00	-	1.00	-	
4715 Utilities Generation Operations & Maintenance Supervisor	-	-	-	1.00	1.00	12a
5020 Utilities Substation Electrician	1.00	1.00	-	-	(1.00)	12a
5030 Utilities Generation Technician	4.00	4.00	-	4.00	-	
5031 Utilities Senior Generation Technician	-	-	-	1.00	1.00	12b
5035 Utilities Generation Test Technician	2.00	2.00	-	2.00	-	
5040 Utilities Senior Generation Test Technician	1.00	1.00	-	1.00	-	
5100 Utilities Substation Construction / Maintenance Supervisor	1.00	1.00	-	-	(1.00)	12b
7245 Utilities Resource Analyst	-	-	-	1.00	1.00	12c
7246 Utilities Senior Resource Analyst	1.00	1.00	-	1.00	-	
7411 Utilities Generation Plant Manager (NC)	1.00	1.00	-	1.00	-	
8394 Utilities Principal Analyst	1.00	1.00	-	-	(1.00)	12c
9230 Senior Systems Analyst	1.00	1.00	-	2.00	1.00	6a

# Public Utilities - Electric

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
Full-Time Benefitted Total	16.00	16.00	-	17.00	1.00	
<b>612013 - Riverside Energy Resource Center (RERC) Generating Plant</b>	<b>16.00</b>	<b>16.00</b>	<b>-</b>	<b>17.00</b>	<b>1.00</b>	
<b>612014 - Clearwater Generating Plant</b>						
5030 Utilities Generation Technician	3.00	3.00	-	2.00	(1.00)	6a
5031 Utilities Senior Generation Technician	1.00	1.00	-	1.00	-	
5035 Utilities Generation Test Technician	1.00	1.00	-	1.00	-	
7411 Utilities Generation Plant Manager (NC)	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	6.00	6.00	-	5.00	(1.00)	
<b>612014 - Clearwater Generating Plant Total</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>5.00</b>	<b>(1.00)</b>	
<b>Total Budgeted FTE</b>	<b>256.00</b>	<b>256.00</b>	<b>-</b>	<b>276.50</b>	<b>20.50</b>	

## SUMMARY OF CHANGES

The Electric department of Riverside Public Utilities has undertaken a comprehensive reorganization that includes the incoming transfer of numerous Office of Operational Technology personnel from the Administration department and a reallocation and increase of personnel resources and classifications to areas of need.

## POSITION CHANGES

**Interdepartmental transfers** resulted in a net increase of 13.50 FTE and were accompanied by numerous reclassifications.

1. Transfer out 2.50 FTE from Electric - Operations (610000) to Water - Production & Operations (620000).
  - a) Utilities Electric Power System Dispatcher II (2.50 FTE)
2. Transfer in 2.00 FTE from Administration - Field Services (601000) to Electric - Operations (610000).
  - a) Utilities Field Services Manager (1.00 FTE) reclassified to Utilities Electric Meter Technician (2.00 FTE)
3. Transfer in 3.0 FTE from Administration - Office of Operational Technology (600300) to Electric - Operations (610000).
  - a) Principal Management Analyst (1.00 FTE) reclassified to Utilities Electric Meter Shop Assistant (1.00 FTE)
  - b) Utilities Power Resources Manager (1.00 FTE) reclassified to Utilities Electric Superintendent (1.00 FTE)
  - c) Project Manager (1.00 FTE)
4. Transfer in 10.0 FTE from Administration - Office of Operational Technology (600300) to Electric - Power Supply Operations (612000).
  - a) Senior Project Manager (1.00 FTE) reclassified to Principal Project Manager (1.00 FTE)
  - b) Utilities Senior Resource Analyst (3.00 FTE)
  - c) Senior Geographic Information Systems Analyst (1.00 FTE)
  - d) Administrative Analyst (1.00 FTE)
  - e) Utilities Principal Program/Service Representative (1.00 FTE) reclassified to Utilities Customer Service Supervisor (1.00 FTE)
  - f) Innovation & Technology Officer I (2.00 FTE) reclassified to Utilities Senior Resource Analyst (2.00 FTE)
  - g) Utilities Principal Resource Analyst (1.00 FTE) reclassified to Utilities Power Resource Manager (1.00 FTE)
5. Transfer in 1.00 FTE from Administration - Legislative & Regulatory Risk (602500) to Electric - Power Supply Operations (612000).
  - a) Utilities Principal Analyst (1.00 FTE)

**Internal transfers** of positions between Electric divisions had no impact on total FTEs.

6. Transfer 1.00 FTE from Clearwater Generating Plant (612014) to RERC/Acorn Generating Plant (612013).
  - a) Utilities Generation Technician (1.00 FTE) reclassified to Senior Systems Analyst (1.00 FTE)
7. Transfer 2.00 FTE from Field Operations (610500) to Energy Delivery Engineering (611000)
  - a) Senior Engineering Aide (1.00 FTE)
  - b) Utilities Senior Electrical Engineer (1.00 FTE)
8. Transfer 2.00 FTE from Energy Delivery Engineering (611000) to Operations (610000)
  - a) Utilities Senior Electrical Engineer (1.00 FTE)
  - b) Principal Engineer (1.00 FTE)



# Public Utilities - Electric

Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

9. Operations Division (610000)
  - a) Utilities Transformer Technician II (2.00 FTE) to Utilities Electric Meter Technician (2.00 FTE).
  - b) Utilities Electric Power Systems Dispatcher II (1.00 FTE) to Utilities Dispatcher Supervisor (1.00 FTE).
10. Energy Delivery Engineering Division (611000)
  - a) Administrative Analyst (1.00 FTE) to Senior Administrative Analyst (1.00 FTE).
  - b) Utilities Senior Engineering Technician (1.00 FTE) to Utilities Supervising Engineering Technician (1.00 FTE).
  - c) Engineering Aide (1.00 FTE) to Administrative Analyst (1.00 FTE).
11. Power Supply Operations Division (612000)
  - a) Utilities Power Scheduler/Trader (1.00 FTE) to Utilities Senior Resource Analyst (1.00 FTE).
12. Riverside Energy Resource Center (RERC) Generating Plant Division (612013)
  - a) Utilities Substation Electrician (1.00 FTE) to Utilities Generation Operations & Maintenance Supervisor (1.00 FTE).
  - b) Utilities Substation Construction Maintenance Supervisor (1.00 FTE) to Utilities Senior Generation Technician (1.00 FTE)
  - c) Utilities Principal Analyst (1.00 FTE) to Utilities Resource Analyst (1.00 FTE).

**Position additions/deletions:** A net 7.00 FTE are added to the Electric Department in the proposed FY 2020/21 budget.

13. Operations Division (610000)
  - a) Utilities Electric Meter Technician (3.00 FTE).
  - b) Utilities Electric Supervisor (1.00 FTE)
  - c) Utilities Substation Test Technician (1.00 FTE)
  - d) Utilities Principal Analyst (1.00 FTE)
14. Field Operations Division (610500)
  - a) Delete Utilities Crew Helper (2.00 FTE)
  - b) Add Senior Construction Inspector (1.00 FTE)
15. Energy Delivery Engineering Division (611000)
  - a) Engineering Technician (1.00 FTE)
  - b) Utilities Electrical Engineer (1.00 FTE)

# Public Utilities - Water

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>620000 - Water - Production and Operations</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
0450 Senior Accounting Technician	1.00	1.00	-	-	(1.00)	11b
2801 Utilities Landscape and Maintenance Contract Administrator	1.00	1.00	-	1.00	-	
3670 Utilities Water Operations & Maintenance Supervisor	-	1.00	1.00	1.00	-	11a
3740 Utilities Water Superintendent	1.00	2.00	1.00	2.00	-	11d
4280 Utilities Water System Operator II	7.00	7.00	-	7.00	-	
4300 Utilities Senior Water System Operator	1.00	1.00	-	1.00	-	
4310 Utilities Chief Water System Operator	-	-	-	-	-	
4320 Utilities Water Control System Technician	3.00	3.00	-	3.00	-	
4330 Utilities Water System Operations Manager	2.00	1.00	(1.00)	1.00	-	11a
4337 Utilities Water Quality Technician	2.00	2.00	-	2.00	-	
4340 Building Maintenance Specialist	3.00	3.00	-	-	(3.00)	1a, 11c
4371 Utilities Water Maintenance Electrician	3.00	3.00	-	3.00	-	
4391 Utilities Water Maintenance Painter	-	-	-	1.00	1.00	11c
4860 Utilities Electric Power System Dispatcher II	-	-	-	2.50	2.50	3a
5485 Utilities Water Maintenance Mechanic	3.00	3.00	-	3.00	-	
6765 Senior Engineering Aide	1.00	1.00	-	1.00	-	6a, 8a
6875 Engineering Technician	2.00	2.00	-	4.00	2.00	8b
6885 Senior Engineering Technician (Civil)	1.00	-	(1.00)	-	-	11d
6895 Utilities Senior Engineering Technician (Electric)	1.00	1.00	-	2.00	1.00	8c
7246 Utilities Senior Resource Analyst	1.00	1.00	-	1.00	-	
7247 Utilities Principal Resource Analyst	1.00	1.00	-	1.00	-	
8131 Project Manager	-	-	-	1.00	1.00	2a
8389 Utilities Analyst	-	-	-	1.00	1.00	11b
9230 Senior Systems Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>36.00</b>	<b>36.00</b>	<b>-</b>	<b>40.50</b>	<b>4.50</b>	
<b>620000 - Water - Production and Operations Total</b>						
	<b>36.00</b>	<b>36.00</b>	<b>-</b>	<b>40.50</b>	<b>4.50</b>	
<b>620500 - Water - Field Operations</b>						
0082 Senior Office Specialist	1.00	1.00	-	1.00	-	
3620 Utilities Water Field Helper	12.00	12.00	-	16.00	4.00	14b
3660 Utilities Water Works Pipefitter	34.00	34.00	-	34.00	-	
3680 Utilities Water Utility Troubleshooter	4.00	4.00	-	4.00	-	
3720 Utilities Water Supervisor	10.00	10.00	-	10.00	-	
3740 Utilities Water Superintendent	2.00	2.00	-	2.00	-	7a, 14a
4010 Utility Equipment Operator	4.00	4.00	-	4.00	-	
4255 Utilities Water Meter Technician II	5.00	5.00	-	5.00	-	
5580 Utilities Welder/Pipe Fitter	1.00	1.00	-	2.00	1.00	12a
5590 Utilities Landscape and Maintenance Contract Administrator	1.00	1.00	-	1.00	-	
5600 Utilities Assistant Shop, Tool and Fabrication Technician	2.00	2.00	-	1.00	(1.00)	12a
6765 Senior Engineering Aide	-	-	-	1.00	1.00	9a
7247 Utilities Principal Resource Analyst	1.00	1.00	-	-	(1.00)	12b
8389 Utilities Analyst	1.00	1.00	-	1.00	-	
8393 Utilities Senior Analyst	1.00	1.00	-	1.00	-	
8394 Utilities Principal Analyst	-	-	-	1.00	1.00	12b

## Public Utilities - Water

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
9100 Utilities Data Control Clerk	2.00	2.00	-	2.00	-	
9530 Administrative Analyst	1.00	1.00	-	1.00	-	
<b>Full-Time Benefitted Total</b>	<b>82.00</b>	<b>82.00</b>	<b>-</b>	<b>87.00</b>	<b>5.00</b>	
<b>620500 - Water - Field Operations Total</b>	<b>82.00</b>	<b>82.00</b>	<b>-</b>	<b>87.00</b>	<b>5.00</b>	
<b>621000 - Water - Engineering</b>						
0610 Utilities Customer Service Representative II	1.00	1.00	-	1.00	-	
1070 Utilities Senior Programs / Services Representative	-	-	-	1.00	1.00	4b
6765 Senior Engineering Aide	4.00	4.00	-	2.00	(2.00)	8a, 9a
6855 Supervising Engineering Technician (Civil)	1.00	-	(1.00)	-	-	13a
6865 Utilities Supervising Engineering Technician (Electric)	-	1.00	1.00	1.00	-	13a
6875 Engineering Technician	3.00	3.00	-	2.00	(1.00)	8b, 13d
6885 Senior Engineering Technician (Civil)	2.00	-	(2.00)	-	-	13b
6895 Utilities Senior Engineering Technician (Electric)	-	2.00	2.00	-	(2.00)	8c, 13b, 13c
7140 Principal Engineer	4.00	4.00	-	4.00	-	
7155 Utilities Associate Water Engineer	7.00	7.00	-	7.00	-	
7160 Utilities Senior Water Engineer	7.00	7.00	-	7.00	-	
7193 Engineering Manager (NC)	2.00	2.00	-	2.00	-	
7246 Utilities Senior Resources Analyst	1.00	1.00	-	1.00	-	
7590 Construction Inspector II	4.00	4.00	-	2.00	(2.00)	13e , 13f
7610 Senior Construction Inspector	-	-	-	1.00	1.00	13e
7631 Chief Construction Inspector	-	-	-	1.00	1.00	13f
8131 Project Manager	-	-	-	1.00	1.00	4a
8133 Principal Project Manager	-	-	-	1.00	1.00	7a
9130 Data Technician	-	-	-	1.00	1.00	6a
9264 Senior Geographic Information Systems (GIS) Analyst	-	-	-	1.00	1.00	13c
9530 Administrative Analyst	1.00	1.00	-	-	(1.00)	13d
<b>Full-Time Benefitted Total</b>	<b>37.00</b>	<b>37.00</b>	<b>-</b>	<b>36.00</b>	<b>(1.00)</b>	
9950 Technical Intern	1.00	1.00	-	1.00	-	
<b>Part-Time Non-Benefitted Total</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	
<b>621000 - Water - Engineering Total</b>	<b>38.00</b>	<b>38.00</b>	<b>-</b>	<b>37.00</b>	<b>(1.00)</b>	
<b>622020 - Water - Water Conservation</b>						
1065 Utilities Programs / Services Representative	1.00	1.00	-	-	(1.00)	5a
1070 Utilities Senior Programs / Services Representative	1.00	1.00	-	-	(1.00)	5b
<b>Full-Time Benefitted Total</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>-</b>	<b>(2.00)</b>	
0990 Utility Surveyor / Installer	0.65	0.65	-	-	(0.65)	15a
<b>Part-Time Non-Benefitted Total</b>	<b>0.65</b>	<b>0.65</b>	<b>-</b>	<b>-</b>	<b>(0.65)</b>	
<b>622020 - Water - Water Conservation Total</b>	<b>2.65</b>	<b>2.65</b>	<b>-</b>	<b>-</b>	<b>(2.65)</b>	
<b>Total Budgeted FTE</b>	<b>158.65</b>	<b>158.65</b>	<b>-</b>	<b>164.50</b>	<b>5.85</b>	

# Public Utilities - Water

Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
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## SUMMARY OF CHANGES

The Water department of Riverside Public Utilities has undertaken a comprehensive reorganization that included interdepartmental transfers, a reallocation of all Water Conservation personnel, and a reallocation of numerous personnel resources and classifications to areas of need.

### POSITION CHANGES:

**Interdepartmental transfers** resulted in a net 1.50 FTE increase in the FY 2020/21 proposed budget.

1. Transfer out 2.00 FTE from Water - Production and Operations (620000) to General Services - Building Services - Maintenance (221000).
  - a) Building Maintenance Specialist (2.00 FTE)
2. Transfer in 1.00 FTE from Administration - Office of Operational Technology (600300) to Water - Production and Operations (620000).
  - a) Project Manager (1.00 FTE)
3. Transfer in 2.50 FTE from Electric - Operations (610000) to Water - Production and Operations (620000).
  - a) Utilities Electric Power System Dispatcher II (2.50 FTE)
4. Transfer in 2.00 FTE from Administration - Office of Operational Technology (600300) to Water - Engineering (621000).
  - a) Project Manager (1.00 FTE)
  - b) Utilities Senior Programs/Services Representative (1.00 FTE)
5. Transfer out 2.00 FTE from Water Conservation (622020) to Administration - Customer Engagement (602000).
  - a) Utilities Programs / Services Representative (1.00 FTE)
  - b) Utilities Senior Programs/Services Representative (1.00 FTE)

**Internal transfers** of positions between Water divisions had no impact on total FTEs.

6. Transfer 1.00 FTE from Production and Operations (620000) to Engineering (621000).
  - a) Senior Engineering Aide (1.00 FTE) reclassified to Data Technician (1.00 FTE)
7. Transfer 1.00 FTE from Field Operations (620500) to Engineering (621000).
  - a) Utilities Water Superintendent (1.00 FTE) reclassified to Principal Project Manager (1.00 FTE)
8. Transfer 4.00 FTE from Engineering (621000) to Production and Operations (620000).
  - a) Senior Engineering Aide (1.00 FTE)
  - b) Engineering Technician (2.00 FTE)
  - c) Utilities Senior Engineering Technician (1.00 FTE)
9. Transfer 1.00 FTE from Engineering (621000) to Field Operations (620500).
  - a) Senior Engineering Aide (1.00 FTE)

**Position reclassifications** may occur during the fiscal year due to a review of incumbent duties, or due to the reallocation of vacant positions to areas of greater need.

11. Production and Operations Division (620000)
  - a) Utilities Water System Operations Manager (1.00 FTE) to Utilities Water Operations & Maintenance Supervisor (1.00 FTE)
  - b) Senior Accounting Technician (1.00 FTE) to Utilities Analyst (1.00 FTE)
  - c) Building Maintenance Specialist (1.00 FTE) to Utilities Water Maintenance Painter (1.00 FTE)
  - d) Senior Engineering Technician (Civil) (1.00 FTE) to Utilities Water Superintendent (1.00 FTE)
12. Field Operations Division (620500)
  - a) Utilities Assistant Shop, Tool and Fabrication Technician (1.00 FTE) to Utilities Welder/Pipe Fitter (1.00 FTE)
  - b) Utilities Principal Resource Analyst (1.00 FTE) to Utilities Principal Analyst (1.00 FTE)
13. Engineering Division (621000)
  - a) Supervising Engineering Technician (Civil) (1.00 FTE) to Utilities Supervising Engineering Technician (Electric) (1.00 FTE)
  - b) Senior Engineering Technician (Civil) (2.00 FTE) to Utilities Senior Engineering Technician (Electric) (2.00 FTE)
  - c) Utilities Senior Engineering Technician (1.00 FTE) to Senior Geographic Information Systems (GIS) Analyst (1.00 FTE)
  - d) Administrative Analyst (1.00 FTE) to Engineering Technician (1.00 FTE)
  - e) Construction Inspector II (1.00 FTE) to Senior Construction Inspector (1.00 FTE).

# Public Utilities - Water

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
f)						Construction Inspector II (1.00 FTE) to Chief Construction Inspector (1.00 FTE)

**Position additions/deletions:** A net 4.35 FTE are added to the Water Department in the proposed FY 2020/21 budget.

- 14. Field Operations Division (620500)
  - a) Add Utilities Water Superintendent (1.00 FTE).
  - b) Add Utilities Water Field Helper (4.00 FTE).
- 15. Water Conservation Division (622020)
  - a) Delete Utility Surveyor/Installer (.65 FTE).

## Public Utilities - Central Stores

	Adopted FY 2019/20	Amended FY 2019/20	Change	Proposed FY 2020/21	Change	Note References
<b>640000 - Utilities - Central Stores</b>						
1130 Inventory Control Specialist	5.00	5.00	-	5.00	-	
1150 Senior Inventory Control Specialist	2.00	2.00	-	2.00	-	
1170 Warehouse Supervisor	1.00	1.00	-	1.00	-	
Full-Time Benefitted Total	8.00	8.00	-	8.00	-	
<b>640000 - Utilities - Central Stores Total</b>	<b>8.00</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	
<b>Total Budgeted FTE</b>	<b>8.00</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>-</b>	

### SUMMARY OF CHANGES

Staffing levels are unchanged from the previous budget period.