

# CITY OF SARASOTA, FLORIDA

## Funded Staffing Levels by Department

<b>GENERAL FUND</b>			
Title	Positions	Title	Positions
<b><u>CITY MANAGER'S OFFICE</u></b>		<b><u>HUMAN RESOURCES</u></b>	
City Manager	1.00	Administrative Specialist II	1.00
Administrative Assistant	1.00	Administrative Assistant	1.00
Deputy City Manager	1.00	Director, Human Resources	1.00
Asst to City Manager Grants Coordinator	1.00	Deputy Director, Human Resources	1.00
Executive Asst to City Manager	1.00	Human Resource Technician II	1.00
Total	5.00	Human Resource Technician I	1.00
<b><u>NEIGHBORHOOD PARTNERSHIP OFFICE</u></b>		Coordinator, Employee Benefits	1.00
Director, Neighborhoods	1.00	Human Resource Analyst I	2.00
Neighborhood Coordinator	2.00	Manager, Employee Relations	1.00
Sr Neighborhood Planner	1.00	Employment Specialist	1.00
Total	4.00	Total	11.00
<b><u>COMMISSION SUPPORT</u></b>		<b><u>FINANCE</u></b>	
Administrative Specialist II	1.00	Administrative Assistant	1.00
Administrative Assistant	1.00	Director, Finance	1.00
Total	2.00	Manager, Funds & Investments	1.00
<b><u>GENERAL SERVICES</u></b>		Senior Finance Management Analyst	1.50
Mail Operations Coordinator	1.00	Chief Finance Management Analyst	1.00
Customer Service Representative	1.00	Deputy Director, Finance	1.00
Supervisor, Facilities Maintenance	2.00	Risk Manager	1.00
Facilities Maintenance II	0.88	Risk Management Analyst	1.00
Director, General Services	1.00	Financial Analyst	1.00
Contract Business Manager	1.00	Total	9.50
Procurement Specialist II	2.75	<b><u>ACCOUNTING</u></b>	
Purchasing Manager	0.75	Senior Finance Management Analyst	0.50
Coordinator, General Services	1.00	Manager, Accounting & Payroll Systems	1.00
Total	11.38	Supervisor, Accounting & Payroll Systems	1.00
<b><u>PLANNING &amp; REDEVELOPMENT</u></b>		Accounting System Administrator	1.00
Office Assistant III	1.00	Payables Administrator	1.00
Administrative Assistant	2.00	Payroll Administrator	1.00
Director, Planning Redevelopment	1.00	Total	5.50
Deputy Director, Planning Redevelopment	1.00	<b><u>CITY AUDITOR AND CLERK</u></b>	
Senior Planner	4.00	City Auditor & Clerk	1.00
Senior Planning Technician	2.00	Administrative Specialist III	1.00
Planning Technician	2.00	Administrative Assistant	1.00
Chief Planner	2.00	Deputy City Auditor & Clerk	1.00
Economic Development Coordinator	2.00	Public Broadcasting Specialist	1.00
Redevelopment Specialist	3.00	Public Broadcasting Coordinator	1.00
Total	20.00	Records Program Manager	1.00
		Records & Information Specialist	1.00
		Commission Reporter	1.00
		Development Applications Coordinator	1.00
		Deputy City Auditor & Clerk Admin Op	1.00
		Internal Auditor	1.00
		Auditing Manager	1.00
		Public Information Officer	1.00
		Webmaster	1.00
		Total	15.00

# CITY OF SARASOTA, FLORIDA

## Funded Staffing Levels by Department

<b>GENERAL FUND (Continued)</b>
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Title	Positions	Title	Positions
<b><u>POLICE - GENERAL</u></b>		<b><u>CODE COMPLIANCE/OCCUPATIONAL LICENSES</u></b>	
Accounting Specialist	1.00	Administrative Assistant	0.50
Accounting Technician I	1.00	Administrative Specialist I	1.00
Administrative Assistant	3.00	Administrative Specialist III	1.00
Administrative Specialist I	2.00	Administrative Specialist II	2.00
Administrative Specialist II	5.00	Arborist	0.10
Administrative Specialist III	3.00	Code Compliance Inspector	4.00
Administrative Supervisor	2.00	Code Compliance Tech Inspector	2.00
Community Service Aide Supervisor	4.00	Coordinator, Code Compliance	1.00
Coordinator Systems Integration SPD	1.00	Deputy Director/Bldg/Zoning/Code Comp	0.10
Coordinator, Alarm Enforcement	1.00	Director, Bldg/Zoning/Code Compliance	0.70
Criminal Intelligence Analyst	1.00	Manager, Zoning/ Code Compliance	0.85
Criminalist III	4.00	Occupational Lic Code Comp Officer	1.00
Equipment Mechanic I	1.00	Occupational License Technician	1.00
Equipment Mechanic II	4.00	Supv Code Compliance	1.00
Inventory Technician III	1.00	Total	16.25
Judicial Liaison Specialist	1.00	<b><u>PARKS AND LANDSCAPE MAINTENANCE</u></b>	
Maintenance Technician III	2.00	Accounting Specialist	0.60
Mgr Dept Finance	1.00	Accounting Technician II	0.50
Mgr Maintenance Svc	1.00	Deputy Director PW Park Landscape	0.50
Network Analyst II	1.00	Mgr, Capital Projects	1.00
Office Assistant III	2.00	Mgr, Public Services	0.33
Payroll Specialist I	1.00	Crew Foreman III	2.00
Payroll Specialist II	1.00	Crew Foreman II	2.00
Police Records Supervisor	1.00	Equipment Operator II	1.00
Property & Evidence Specialist	3.00	Maintenance Technician II	1.00
Public Communications Representative	1.00	Irrigation Specialist	2.00
Quartermaster / Maintenance Supervisor	1.00	Landscape Maint Technician I	24.00
Records Technician	1.00	Landscape Maint Technician II	1.00
Senior Records Technician	6.00	Spray Technician	1.00
Senior Transcriber	4.00	Urban Forestry Tech I	1.00
Statistics Reporter	1.00	Urban Forestry Tech II	1.00
Technical Support Tech II	2.00	Utilities Mechanic I	1.00
Telecommunications Analyst III	1.00	Coordinator, Capital Projects	0.50
Terminal Agency Coordinator	1.00	Supv, Landscape Maintenance	1.00
Victim Advocate Coordinator	1.00	Total	41.43
Total	67.00		
<b><u>POLICE - UNIFORM</u></b>		<b><u>CHILDREN'S FOUNTAIN</u></b>	
Deputy Police Chief	1.00	Mgr Recreation Sports	0.10
Police Captain	4.00	Recreation Specialist	1.00
Police Chief	1.00	Total	1.10
Police Lieutenant	11.00	<b><u>SKATEBOARD PARK</u></b>	
Police Officer 1st Class, Permanent	135.00	Recreation Attendant	1.00
Police Officer 2nd Class, Permanent	13.00	Mgr Recreation Sports	0.25
Police Officer 2nd Class, Probationary	1.00	Recreation Specialist	1.00
Police Officer 2nd Class, Trainee	5.00	Total	2.25
Police Sergeant	26.00		
Total	197.00		

# CITY OF SARASOTA, FLORIDA

## Funded Staffing Levels by Department

### GENERAL FUND (Continued)

Title	Positions	Title	Positions
<b><u>ENGINEERING</u></b>		<b><u>STREET AND HIGHWAY MAINTENANCE</u></b>	
Administrative Specialist III	1.00	Administrative Supervisor	0.50
Administrative Specialist II	1.00	Accounting Specialist	0.40
Administrative Specialist I	1.00	Accounting Technician II	0.50
Coordinator, Department Budget	1.00	Deputy Director PW Park Landscape	0.50
Director, Engineering / City Engineer	1.00	Supervisor, Infrastructure Maintenance	1.00
Engineering Technician III	3.00	Mgr, Public Services	0.33
Engineering Technician II	3.00	Crew Foreman III	1.00
Engineering Technician I	2.00	Crew Foreman II	2.00
Downtown Construction Coordinator	1.00	Equipment Operator III	2.00
Assistant City Engineer / Deputy Director	1.00	Mason	4.00
Transportation Planner	1.00	Master Mason	1.00
Mgr, Traffic Engineering	1.00	Maintenance Technician III	1.00
Senior Transportation Planner	1.00	Equipment Operator I	1.00
Traffic Control Analyst	1.00	Maintenance Technician II	1.00
Manager, Engineering Projects	1.00	Supervisor, Traffic Operations	1.00
Coast Projects Engineer	1.00	Traffic Signal Technician II	5.00
<b>Total</b>	<b>21.00</b>	Coordinator, Capital Projects	0.50
		<b>Total</b>	<b>22.73</b>

### SPECIAL REVENUE FUNDS

Title	Positions	Title	Positions
<b><u>HOUSING &amp; COMMUNITY DEVELOPMENT</u></b>		<b><u>DEVELOPMENT SERVICES</u></b>	
Accountant II	1.00	Administrative Assistant	0.50
Accounting Specialist	2.00	Administrative Specialist I	4.00
Administrative Specialist I	1.00	Administrative Specialist II	4.00
Administrative Specialist II	2.00	Arborist	0.90
Administrative Specialist III	1.00	Building Inspector (Multi License)	5.00
Building Inspector (Section 8)	1.00	Building Inspector (Single License)	1.00
Coordinator, Comm Development Projects	1.00	Chief Building Inspector	1.00
Deputy Director Housing & Community Dev	1.00	Deputy Building Official	1.00
Director, Housing & Community Development	1.00	Deputy Director/Bldg/Zoning/Code Comp	0.90
Loan Development Officer	1.00	Director, Bldg/Zoning/Code Compliance	0.30
Loan Processor	1.00	Manager, Zoning/ Code Compliance	0.15
Mgr Dept Finance	1.00	Plans Examiner	3.00
Program Manager, CD	1.00	Senior Zoning Analyst	1.00
Program Manager, Housing & Community Dev	1.00	Supervisor, Permits & Licensing	1.00
Rehab Construction Specialist	2.00	Zoning Analyst	1.00
<b>Total</b>	<b>18.00</b>	Zoning Supervisor	1.00
		<b>Total</b>	<b>25.75</b>
<b><u>STREET SWEEPING</u></b>			
Equipment Operator II	3.00		
<b>Total</b>	<b>3.00</b>		

# CITY OF SARASOTA, FLORIDA

## Funded Staffing Levels by Department

<b>ENTERPRISE FUNDS</b>			
WATER & WASTEWATER UTILITIES			
Title	Positions	Title	Positions
<b><u>UTILITIES OFFICE</u></b>		<b><u>TREATMENT PLANT</u></b>	
Customer Service Representative	4.00	Crew Foreman III	0.34
Administrative Coordinator	1.00	Maintenance Technician III	0.40
Field Service Rep	2.00	Supervisor, Utility Operations	0.50
Coordinator, Utility Billing	1.00	Lead Treatment Plant Operator	1.00
Supervisor, Meter Services	1.00	Utilities Chemist	1.00
Meter Reader	4.00	Shift Supvr, Treatment Plant Operator B	2.00
Supervisor, Utility Billing Office	1.00	Treatment Plant Operator C	2.00
Total	14.00	Treatment Plant Opr (Apprentice)	3.00
		Utilities Mechanic II	0.40
		Treatment Plant Operator B	1.00
		Shift Supvr, Treatment Plant Operator A	2.00
		Total	13.64
<b><u>WATER ADMINISTRATION</u></b>		<b><u>WASTEWATER TREATMENT</u></b>	
Administrative Assistant	1.00	Section Supervisor, Utilities	1.00
Coordinator, Department Budget	1.00	Laboratory Technician II	1.00
Chief Finance Management Analyst	1.00	Supervisor, Utility Operations	1.50
Payroll Specialist II	1.00	Lead Treatment Plant Operator	1.00
Accounting Technician II	1.00	Utilities Chemist	1.00
Deputy Director, Utilities Administration	0.50	Shift Supvr, Treatment Plant Operator B	2.00
Service Dispatcher I	1.00	Treatment Plant Operator C	4.00
Director, Public Works/Utilities	0.50	Treatment Plant Opr (Apprentice)	2.00
Total	7.00	Shift Supvr, Treatment Plant Operator A	1.00
		Total	14.50
<b><u>WASTEWATER ADMINISTRATION</u></b>		<b><u>SOURCE OF SUPPLY-WATER</u></b>	
Administrative Assistant	2.00	Supervisor, Wellfield Operations	2.00
Accounting Technician II	1.00	Treatment Plant Operator C	1.00
Deputy Director, Utilities Administration	0.50	Treatment Plant Opr (Apprentice)	1.00
Engineering Technician III	2.00	Total	4.00
Engineering Technician II	4.00	<b><u>WASTEWATER COLLECTION</u></b>	
Utilities Engineer	1.00	Administrative Specialist II	0.50
Utilities Location Specialist	2.00	Administrative Specialist I	0.25
Principal Utilities Engineer	1.00	Utilities Mechanic II	0.50
Senior Utilities Engineer	1.00	Total	1.25
Manager, Wastewater Program	1.00	<b><u>DISTRIBUTION SYSTEM</u></b>	
Manager, PW Technical Services	1.00	Administrative Specialist II	0.50
Total	16.50	Administrative Specialist I	0.25
		Crew Foreman III	1.00
<b><u>COMPOSTING PLANT</u></b>		Crew Foreman II	1.00
Crew Foreman III	0.33	Section Supervisor, Utilities	2.00
Maintenance Technician III	1.30	Utility Technician II	1.00
Supervisor, Compost Operations	1.00	Cross Connection Control Technician	1.00
Utilities Mechanic II	1.30	Supervisor, Field Operations	1.00
Total	3.93	Utilities Mechanic I	1.00
		Utilities Mechanic II	1.50
<b><u>EFFLUENT RE-USE</u></b>		Total	10.25
Crew Foreman III	1.00		
Maintenance Technician III	1.00		
Environmental Technician	1.00		
Utilities Mechanic II	1.00		
Total	4.00		



# CITY OF SARASOTA, FLORIDA

## Funded Staffing Levels by Department

### ENTERPRISE FUNDS (Continued)

Title	Positions	Title	Positions
<b><u>ED SMITH SPORTS STADIUM</u></b>		<b><u>PAYNE PARK AUDITORIUM</u></b>	
Administrative Specialist II	1.00	Maintenance Technician II	1.00
Mgr Recreation Sports	0.65	Total	1.00
Supervisor, Facilities Maintenance	1.00		
Manager, Sports Facilities	1.00	<b><u>PARKING MANAGEMENT</u></b>	
Total	3.65	Senior Parking Enforcement Specialist	1.00
		Parking Enforcement Specialist	3.00
<b><u>MUNICIPAL AUDITORIUM</u></b>		Supervisor, Parking Collections	1.00
Administrative Assistant	1.00	Supervisor, Parking Enforcement	1.00
Manager, Municipal Auditorium	1.00	Parking Manager	1.00
Maintenance Technician I	2.00	Total	7.00
Maintenance Technician II	2.00		
Total	6.00		

### INTERNAL SERVICE FUNDS

Title	Positions	Title	Positions
<b><u>INFORMATION TECHNOLOGY</u></b>		<b><u>PUBLIC WORKS EQUIPMENT MAINTENANCE</u></b>	
Administrative Assistant	1.00	Administrative Coordinator	1.00
Director, Information Technology	1.00	Coordinator, Equipment Maintenance	1.00
Mgr Information Technology	1.00	Section Supervisor, Utilities	1.00
Network Analyst I	1.00	Equipment Mechanic I	1.00
Technical Support Tech II	3.00	Equipment Mechanic II	3.00
GIS Analyst II	1.00	Equipment Mech Apprentice	1.00
GIS Analyst I	1.00	Welder	1.00
Mgr IT Networks	1.00	Total	9.00
Coordinator GIS	1.00	<b><u>CENTRAL STORES &amp; DUPLICATING SERVICE</u></b>	
Sr Applications Developer	1.00	Facilities Maintenance II	0.12
Network Support Technician II	1.00	Duplicating Services Coordinator	1.00
Mgr. Customer Svc Tech Support	1.00	Supervisor, Materials & Stores	2.00
Mgr IT Training Development	1.00	Procurement Specialist II	0.25
Helpdesk Administrator	1.00	Inventory Technician II	1.00
Business Analyst	1.00	Purchasing Manager	0.25
Total	17.00	Total	4.62