



# Personnel Section



## STAFFING PLAN

GENERAL FUND									
POSITION	Dept	2026 Employees	2025 Employees	2024 Employees	2023 Employees	2022 Employees	2021 Employees	2020 Employees	2019 Employees
Chief of Police	41	1	1	1	1	1	1	1	1
Assistant Chief of Police	41	2	2	1	1	1	1	1	1
Sergeant Administration	41	1	1	1	1	1	1	1	1
Lieutenant	41	3	3	4	4	4	4	2	2
Sergeant	41	5	5	5	5	5	5	5	5
Patrol Officer	41	19	19	16	13	13	11	12	13
School Resource Officer	41	0	0	3	3	3	3	3	3
Recruit	41	0	0	0	3	1	1	2	1
<b>Total Uniformed</b>		<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>29</b>	<b>27</b>	<b>27</b>	<b>27</b>
Communications Manager	41	1	1	1	1	1	1	1	1
Lead Communications Specialist	41	2	2	0	0	0	0	0	0
Communications Specialist	41	6	6	8	8	7	5	5	5
<b>Communications</b>		<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>6</b>
Evidence Technician	41	0	1	1	1	1	1	1	1
Crime Scene Tech	41	1	0	0	0	0	0	0	0
Records Administrator	41	1	1	1	1	1	1	1	1
Assistant to the Chief	41	0	0	0	0	0	0	0	1
Animal Control Officer	41	1	1	1	1	1	1	1	1
Code Enforcement Officer	41	1	1	1	1	1	1	1	1
<b>Support Staff</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>
<b>Total Police Department</b>		<b>44</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>41</b>	<b>37</b>	<b>37</b>	<b>38</b>
General Services Director	50	1	1	1	1	1	1	0	0
Supervisor	50	0.5	0.5	0.5	0.5	0.5	0.5	1	1
Administrative Assistant	50	1	1	1	1	1	1	1	1
Crew Leader	50	2	2	2	2	2	1	1	1
Equipment Operator	50	0	0	0	0	0	1	1	2
Sr. Field Assistant	50	1	0	0	0	0	0	0	0
Field Assistant	50	4	5	5	5	5	3	4	3
Fleet Mechanic	50	1	1	1	1	1	1	1	1
Custodian	50	1	1	1	1	1	1	0	0
<b>Total General Services</b>		<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>9.5</b>	<b>9</b>	<b>9</b>
Fire Chief	56	1	1	1	1	1	1	1	1
Firefighter-Captain	56	3	3	3	3	3	3	3	3
Firefighter-Lieutenant	56	3	3	3	3	3	3	0	0
Firefighter-Driver	56	3	3	0	0	0	0	0	0
Firefighter	56	15	12	15	9	9	9	12	12
<b>Total Fire Department</b>		<b>25</b>	<b>22</b>	<b>22</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
Library Director	59	1	1	1	1	1	1	1	1
Library Operations Manager	59	1	1	1	1	1	1	1	1
Library Program Manager	59	1	1	1	1	1	2	2	2
Library Specialist	59	5	4	4	3.5	3	2.75	2	2
Administrative Assistant	59	0.5	0.5	0.5	1	1	1	1	1
Lead Library Clerk	59	0	1	1	1	1	0	0	0
Library Clerk	59	3	3	3	3	1.5	2.0	2.5	2.5
Library Aide	59	0	0	0	0	0.5	0.0	0.5	0.5
Summer Assistants (FTEs)	59	0	0	0	0	0.25	0.5	0.5	0.5
<b>Total Hewitt Library</b>		<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>10.25</b>	<b>10.25</b>	<b>10.5</b>	<b>10.5</b>
City Manager	61	1	1	1	1	1	1	1	1
Assistant City Manager	61	1	1	1	0	0	0	0	0
City Secretary	61	1	1	1	1	1	1	1	1
Administrative Assistant	61	0	1	1	1	0.5	1	1	1
Executive Assistant	61	1	0	0	0	0	0	0	0
Intern(s)	61	0	0	0	0	0	0	0	0.5
<b>Total Administration</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>2.5</b>	<b>3</b>	<b>3</b>	<b>3.5</b>
		2026	2025	2024	2023	2022	2021	2020	2019

(continued)

## STAFFING PLAN

GENERAL FUND (continued)									
POSITION	Dept	2026 Employees	2025 Employees	2024 Employees	2023 Employees	2022 Employees	2021 Employees	2020 Employees	2019 Employees
Community Development Director	63	1	1	1	1	1	1	1	1
Community Development Coordina	63	1	1	1	1	1	1	1	1
Building Development Specialist	63	0	0	0	0	0	0	0	1
Building Inspector	63	1	1	1	1	1	1	1	1
<b>Total Community Development</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>
Finance Director	64	1	1	1	1	1	1	1	1
Finance Manager	64	1	1	1	1	1	1	1	1
Finance Assistant	64	0	0.5	0.5	0.5	0.5	0.75	0.75	0.5
Finance Specialist	64	0.75	0	0	0	0	0	0	0
<b>Total Finance Dept</b>		<b>2.75</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.75</b>	<b>2.75</b>	<b>2.5</b>
Municipal Court Administrator	65	1	1	1	1	1	1	1	1
Court Clerk	65	0	0	0	0	0	1	1	1
<b>Total Municipal Court</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>
Human Resources Director	66	1	1	1	1	1	1	1	1
<b>Total Human Resources</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total General Fund FTE Employees</b>		<b>103.75</b>	<b>100.5</b>	<b>100.5</b>	<b>93.5</b>	<b>88.75</b>	<b>84.5</b>	<b>84.25</b>	<b>86.5</b>

  

DRAINAGE FUND									
POSITION	Dept	2026 Employees	2025 Employees	2024 Employees	2023 Employees	2022 Employees	2021 Employees	2020 Employees	2019 Employees
Supervisor	12	1.5	0.5	0.5	0.5	0.5	0.5	1	1
Crew Leader	12	0	1	1	1	1	1	1	1
Equipment Operator	12	1	0	0	0	0	0	0	0
Sr. Equipment Operator	12	0	1	1	1	1	1	1	1
Field Assistant	12	1	2	2	2	2	2	3	3
Sr. Field Assistant	12	1	0	0	0	0	0	0	0
<b>Total Drainage Fund FTE Employees</b>		<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>6</b>	<b>6</b>

  

UTILITY FUND									
POSITION	Dept	2026 Employees	2025 Employees	2024 Employees	2023 Employees	2022 Employees	2021 Employees	2020 Employees	2019 Employees
Utilities Director	91	1	1	1	1	1	1	1	1
Utilities Operations Manager	91	1	1	1	1	1	1	1	0
Crew Leader	91	2	0	0	0	0	0	0	0
Equipment Operator	91	6	3	3	3	3	3	2	4
Field Assistant	91	0	3	3	3	3	3	5	4
<b>Total Utility Maintenance</b>		<b>10</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>	<b>9</b>
Utilities Analyst	94	0	0	0	1	1	1	1	1
Customer Service Supervisor	94	1	1	1	1	1	1	1	1
Customer Service Specialist	94	2	2	2	1	1.5	2	2	2
<b>Total Utility Billing</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Total Utility Fund FTE Employees</b>		<b>13</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>13</b>	<b>13</b>
<b>Total Full Time Equivalent Employees</b>		<b>121.25</b>	<b>116</b>	<b>116</b>	<b>109</b>	<b>104.75</b>	<b>101</b>	<b>103.25</b>	<b>105.5</b>

STAFFING PLAN

## POSITIONS /GRADES

ANNUAL BUDGET FY 2025-2026

POSITION	GRADE
Library Clerk (PT 990 hrs)	9
Field Assistant	10
Library Administrative Assistant	10
Communications Specialist	11
Custodian	11
Customer Service Specialist	11
Library Specialist	11
Library Specialist (PT 990 hrs)	11
Sr. Field Assistant	11
Animal Control Officer	12
Community Development Coordinator	12
Crime Scene Tech	12
Equipment Operator	12
General Services Administrative Assistant	12
GS Crew Leader	12
Records Clerk	12
Building Inspector	13
Code Enforcement Officer	13
Finance Specialist	13
Lead Communications Specialist	13
Library Operations Manager	13
Library Program Manager	13
Utilities Crew Leader	13
Court Administrator	14
Customer Service Supervisor	14
Executive Assistant	14
Fleet Mechanic	14
General Services Supervisor	14
Communications Manager	15
Finance Manager	15
Utilities Operations Manager	15
Assistant Chief of Police	16
City Secretary	
Human Resources Director	
Library Director	
Community Development Director	
General Services Director	
Utilities Director	
Finance Director	
Fire Chief	
Chief of Police	
Assistant City Manager	

**2025-2026 Salary Schedule**  
**Proposed 2% Cola and 2% Step**

Steps		1	2	3	4	5	6	7	8	9	10
Grade 9	<i>Monthly</i>	1,259	1,284	1,310	1,336	1,363	1,390	1,418	1,446	1,475	1,504
	<i>Annual</i>	15,108	15,409	15,717	16,031	16,352	16,679	17,013	17,353	17,700	18,054
	<i>Hourly</i>	\$15.260	\$15.564	\$15.876	\$16.193	\$16.517	\$16.847	\$17.184	\$17.528	\$17.879	\$18.236
Grade 10	<i>Monthly</i>	3,061	3,122	3,185	3,248	3,313	3,380	3,447	3,516	3,587	3,658
	<i>Annual</i>	36,733	37,468	38,217	38,982	39,761	40,557	41,368	42,195	43,039	43,900
	<i>Hourly</i>	\$17.660	\$18.013	\$18.374	\$18.741	\$19.116	\$19.498	\$19.888	\$20.286	\$20.692	\$21.106
Grade 11	<i>Monthly</i>	3,574	3,646	3,719	3,793	3,869	3,946	4,025	4,106	4,188	4,272
	<i>Annual</i>	42,892	43,750	44,625	45,518	46,428	47,357	48,304	49,270	50,255	51,260
	<i>Hourly</i>	\$20.621	\$21.034	\$21.454	\$21.884	\$22.321	\$22.768	\$23.223	\$23.687	\$24.161	\$24.644
Grade 12	<i>Monthly</i>	4,058	4,139	4,222	4,307	4,393	4,481	4,570	4,662	4,755	4,850
	<i>Annual</i>	48,699	49,673	50,667	51,680	52,714	53,768	54,843	55,940	57,059	58,200
	<i>Hourly</i>	\$23.413	\$23.881	\$24.359	\$24.846	\$25.343	\$25.850	\$26.367	\$26.894	\$27.432	\$27.981
Grade 13	<i>Monthly</i>	4,695	4,788	4,884	4,982	5,082	5,183	5,287	5,393	5,500	5,610
	<i>Annual</i>	56,335	57,462	58,611	59,783	60,979	62,198	63,442	64,711	66,005	67,325
	<i>Hourly</i>	\$27.084	\$27.626	\$28.178	\$28.742	\$29.317	\$29.903	\$30.501	\$31.111	\$31.733	\$32.368
Grade 14	<i>Monthly</i>	5,402	5,510	5,621	5,733	5,848	5,965	6,084	6,206	6,330	6,456
	<i>Annual</i>	64,828	66,124	67,447	68,796	70,171	71,575	73,006	74,467	75,956	77,475
	<i>Hourly</i>	\$31.167	\$31.790	\$32.426	\$33.075	\$33.736	\$34.411	\$35.099	\$35.801	\$36.517	\$37.248
Grade 15	<i>Monthly</i>	6,083	6,205	6,329	6,455	6,585	6,716	6,851	6,988	7,127	7,270
	<i>Annual</i>	72,998	74,458	75,947	77,466	79,015	80,595	82,207	83,851	85,528	87,239
	<i>Hourly</i>	\$35.095	\$35.797	\$36.513	\$37.243	\$37.988	\$38.748	\$39.523	\$40.313	\$41.119	\$41.942
Grade 16	<i>Monthly</i>	9,707	9,901	10,099	10,301	10,507	10,717	10,931	11,150	11,373	11,601
	<i>Annual</i>	116,482	118,812	121,188	123,612	126,084	128,606	131,178	133,801	136,477	139,207
	<i>Hourly</i>	\$56.001	\$57.121	\$58.264	\$59.429	\$60.617	\$61.830	\$63.066	\$64.328	\$65.614	\$66.926
Grade		1	2	3	4	5	6	7	8	9	10

*\*Increase of 2% COLA , effective 10-1-25.*

2025-2026 POLICE CIVIL SERVICE STEP PAY PLAN													
(2080 hrs) POLICE RECRUIT	A												
Hourly	\$ 24,453												
Annual	50,863												
Monthly	4,239												
(2080 hrs) POLICE OFFICER	A	B	C	D	E	F	G	H	I	J	K	L	M
Hourly	\$ 29,934	\$ 30,533	\$ 31,754	\$ 33,024	\$ 33,685	\$ 34,358	\$ 35,045	\$ 35,746	\$ 36,461	\$ 37,190	\$ 37,934	\$ 38,693	\$ 39,467
Annual	62,263	63,508	66,048	68,690	70,064	71,465	72,894	74,352	75,839	77,356	78,903	80,481	82,091
Monthly	5,189	5,292	5,504	5,724	5,839	5,955	6,075	6,196	6,320	6,446	6,575	6,707	6,841
		2.00%	4.00%	4.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
(2080 hrs) SERGEANT	A	B	C	D	E	F	G	H	I	J	K		
Hourly	\$ 39,853	\$ 40,651	\$ 41,464	\$ 42,293	\$ 43,139	\$ 44,001	\$ 44,881	\$ 45,779	\$ 46,695	\$ 47,629	\$ 48,581		
Annual	82,895	84,553	86,244	87,969	89,728	91,523	93,353	95,220	97,125	99,067	101,049		
Monthly	6,908	7,046	7,187	7,331	7,477	7,627	7,779	7,935	8,094	8,256	8,421		
		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%		
(2080 hrs) LIEUTENANT	A	B	C	D	E								
Hourly	\$ 49,058	\$ 50,039	\$ 51,040	\$ 52,061	\$ 53,102								
Annual	102,040	104,081	106,163	108,286	110,452								
Monthly	8,503	8,673	8,847	9,024	9,204								
		2.00%	2.00%	2.00%	2.00%								

\*COLA increase plus Market Rate Adjustments, effective 10-1-25.

2025-2026 FIRE DEPARTMENT STEP PAY PLAN											
(2080 hrs) RECRUIT	R/A										
Hourly	\$ 24.453										
Annual	50,863										
Monthly	4,239										
(2920 hrs) FIREFIGHTER	FF/A	FF/B	FF/C	FF/D	FF/E	FF/F	FF/G	FF/H	FF/I	FF/J	FF/K
Hourly	\$ 19.532	\$ 19.923	\$ 20.320	\$ 21.134	\$ 21.979	\$ 22.858	\$ 23.316	\$ 23.781	\$ 24.257	\$ 24.743	\$ 25.236
Annual	57,032	58,174	59,337	61,710	64,178	66,746	68,080	69,442	70,831	72,248	73,693
Monthly	4,753	4,848	4,945	5,142	5,348	5,562	5,673	5,787	5,903	6,021	6,141
		2.00%	1.99%	4.00%	4.00%	4.00%	2.00%	2.00%	2.00%	2.00%	2.00%
(2920 hrs) DRIVER	D/A	D/B									
Hourly	\$ 26.499	\$ 27.030									
Annual	77,378	78,925									
Monthly	6,448	6,577									
		2.00%									
(2920 hrs) LIEUTENANT	L/A	L/B	L/C	L/D	L/E						
Hourly	\$ 28.382	\$ 28.948	\$ 29.527	\$ 30.117	\$ 30.719						
Annual	82,873	84,528	86,218	87,940	89,698						
Monthly	6,906	7,044	7,185	7,328	7,475						
		2.00%	2.00%	2.00%	2.00%						
(2920 hrs) CAPTAIN	C/A	C/B	C/C	C/D	C/E	C/F					
Hourly	\$ 32.256	\$ 32.902	\$ 33.560	\$ 34.230	\$ 34.914	\$ 35.614					
Annual	94,188	96,071	97,994	99,953	101,951	103,991					
Monthly	7,849	8,006	8,166	8,329	8,496	8,666					
		2.00%	2.00%	1.99%	2.00%	2.00%					
*COLA increase of 2% plus Market Rate Adjustments, effective 10-1-25.											

\*COLA increase of 2% plus Market Rate Adjustments, effective 10-1-25.