

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD AUTHORIZING FULL-TIME EQUIVALENT POSITIONS IN THE CITY SERVICE EFFECTIVE JULY 1, 2009 IN ACCORDANCE WITH THE OPERATING BUDGET FOR THE 2009-2010 FISCAL YEAR

NOW THEREFORE, the City Council of the City of Oxnard hereby resolves that the following classifications and positions are hereby authorized as provided for in the Operating Budget for fiscal year 2009-2010.

CATEGORY, GROUP, PROGRAM CLASSIFICATION TITLE	HOME PROGRAM FULL-TIME EQUIVALENT POSITIONS
CITY ATTORNEY	
City Attorney	
Administrative Legal Assistant (C)	1
Administrative Legal Secretary I/II (C)	1
Administrative Legal Secretary III (C)	1
Assistant City Attorney	3
City Attorney	1
Deputy City Attorney I/II	1
Law Office Manager	1
	Total 9
Collection Services	
Paralegal (C)	1
	Total 1
	City Attorney Total 10
CITY CLERK	
City Clerk	
Administrative Assistant	1
Assistant City Clerk	1
City Clerk	1
Office Assistant I/II	1
	City Clerk Total 4
CITY COUNCIL	
City Council	
City Councilmember	4
Executive Assistant II	.30
Mayor	1
	City Council Total 5.30
CITY MANAGER	
City Manager	
Administrative Assistant (C)	1
Assistant City Manager	.65
City Manager	.85
Deputy City Manager	1
Executive Assistant II	1.70
Management Analyst III	1
Special Assistant to City Manager	1
	Total 7.20
Public Information	
Outreach/Education Specialist	2
Public Information Officer	1
	Total 3
Community Relations/Community Access TV	
Community Outreach & Production Specialist	1
Administrative Secretary I/II	1
	Total 2
Legislative Affairs	
Legislative Affairs Manager	.50
	Total .50

Neighborhood Services	
Neighborhood Services Coordinator	1
Management Analyst III	.40
Administrative Secretary I/II	1
	Total 2.40
Enterprise Information Systems Management	
Computer Operator	2
Network Services Coordinator	1
Programmer Analyst	1
Systems Administrator	1
	Total 5
Geographic Information Systems	
Geographic Information Systems Coordinator	1
Geographic Information Systems Technician I/II	3
Programmer Analyst	1
Systems Analyst I	1
	Total 6
Personal Computer/Network Systems	
Computer Network Engineer I/II	2
Computer Network Engineer III	2
Computer Operator	1
Systems Analyst I	1
Systems Analyst III	1
Systems Administrator	1
	Total 8
Document Publishing Services	
Word Processor I/II	1
Word Processor III	1
	Total 2
Telecommunications/Web Development	
Telecommunications Coordinator	1
	Total 1
Fleet Services Maintenance	
Administrative Assistant	1
Fleet Services Maintenance Worker/Mechanic I/II (or Maintenance Worker)	23
Fleet Services Mechanic Supervisor	2
Fleet Services Manager	1
Senior Fleet Services Mechanic	6
Fleet Services Operations Manager	1
Tire Repairer	1
	Total 35
Facilities Maintenance	
Administrative Technician	.10
Construction Project Coordinator	1
Custodial Supervisor	1
Custodian	13
Facilities Maintenance Supervisor	1
Facilities Maintenance Worker I/II	6
HVAC Technician	3
Maintenance Carpenter	2
Maintenance Electrician	2
Maintenance Plumber	3
Maintenance Services Manager	.25
Senior Custodian	2
Senior Facilities Maintenance Worker	2
	Total 37.35
Parks, Public Grounds & Open Space	
Administrative Secretary I/II	1
Administrative Technician	.70
Groundswoker I/II (or Maintenance Worker Trainee)	12
Maintenance Services Manager	.45
Office Assistant I/II	1

Parks Maintenance Supervisor	1	
Parks Manager	1	
Senior Groundswoker	3	
Senior Tree Trimmer	1	
	Total	21.15
Street Trees & Medians		
Groundswoker I/II (or Maintenance Worker Trainee)	3	
Parks Maintenance Supervisor	1	
Senior Groundswoker	1	
Senior Tree Trimmer	1	
Tree Trimmer I/II (or Maintenance Worker Trainee)	3	
	Total	9
Graffiti Action Program		
Graffiti Action Coordinator	1	
Office Assistant I/II	1	
	Total	2
Park & Facility Development		
Construction Project Coordinator	1	
Landscape Architect	2	
Project Manager	1	
	Total	4
Street Landscaping		
Administrative Technician	.20	
Maintenance Services Manager	.05	
Management Analyst I/II	1	
Parks Maintenance Supervisor	2	
Senior Groundswoker	2	
	Total	5.25
River Ridge Golf Course		
Maintenance Services Manager	.25	
	Total	.25
	City Manager Total	151.10
CITY TREASURER		
City Treasurer		
Account Clerk I/II	2.75	
Account Clerk III	1	
Administrative Assistant	1	
Revenue Collection Technician	1	
City Treasurer	1	
	Total	6.75
Utility Customer/Licensing Services		
Assistant City Treasurer/Revenue Accounting Manager	1	
Code Compliance Inspector/Park Ranger I/II	1	
Customer Service Accounting Technician	2	
Customer Service Representative I/II	7	
Senior Customer Service Representative	1	
Treasury Supervisor	1	
	Total	13
	City Treasurer Total	19.75
COMMUNITY DEVELOPMENT COMMISSION		
Special Projects/CDC Operations		
Administrative Assistant	1	
Administrative Secretary I/II	1	
Administrative Secretary III	1.15	
Assistant City Manager	.15	
City Manager	.15	
Community Development Director	1	
Controller	.15	
Drafting/Graphics Technician	.25	
Housing Director	.15	
Housing Rehabilitation Program Manager	.15	
Management Accountant/Auditor	.15	
Management Analyst I/II	1	

Office Assistant I/II	.15
Redevelopment Project Manager	3
Redevelopment Services Manager	1
Rehabilitation Construction Specialist I/II	.15
Rehabilitation Loan Assistant	.15
Rehabilitation Loan Specialist	.15
Senior Code Compliance Officer	1

Community Development Commission Total 11.90

DEVELOPMENT SERVICES

Development Support and Public Project Contracts

Administrative Technician	1
Development Services Director	1
Management Analyst III	1
Senior Administrative Secretary	1
Total	4

Building & Engineering Services

Administrative Secretary III	3
Assistant Civil Engineer	1
Assistant Traffic Engineer	1
Building Inspector I/II	7
Civil Engineer	1
Construction Inspector I/II	4
Data Entry Operator I/II	1
Deputy Building Official	2
Development Services Manager	1
Electrical Inspector	1
Junior Civil Engineer	1
Office Assistant I/II	3
Permit Technician	3
Plan Check Engineer	1
Plans Examiner I/II	1
Plumbing & Mechanical Inspector	1
Project Manager	.50
Senior Construction Inspector	1
Senior Plans Examiner	1
Supervising Building Inspector	1
Supervising Civil Engineer	1
Total	36.50

Planning and Environmental Services

Administrative Secretary III	1
Assistant Planner	2
Associate Planner	4
Drafting/Graphics Tech. I/II	.75
Junior Planner	1
Office Assistant I/II	1
Planning and Environmental Services Manager	1
Principal Planner	2
Total	12.75

Transit Services

Legislative Affairs Manager	.50
Project Manager	.50
Total	1

Development Services Total 54.25

FINANCE

Administration

Chief Financial Officer	1
Senior Administrative Secretary (C)	1
Total	2

General Accounting

Account Clerk I/II	2
Account Clerk III	2
Accountant I/II	3
Accounting Manager	1

Accounting Technician	1
Controller	.85
Management Accountant/Auditor	2.35
Total	12.20
Budget/Capital Improvement Projects	
Accounting Manager	1
Accountant I/II	1
Total	2
Purchasing	
Account Clerk III	1
Accounting Manager	1
Buyer	1
Purchasing Clerk	1
Total	4
Financial Resources	
Administrative Secretary III	1
Financial Analyst III	.50
Financial Services Manager	1
Total	2.50
Liability Management	
Financial Analyst III	.50
Total	.50
Grants Management	
Accounting Manager	1
Administrative Technician	1
Grants Coordinator	1
Grants Specialist I/II	2
Total	5
Mail and Courier Services	
Mail Clerk	2
Total	2
Finance Total	30.20
FIRE	
Fire Suppression and Other Emergency Services	
Administrative Assistant (C)	1
Administrative Secretary I/II	.50
Assistant Fire Chief	.95
Emergency Medical Services Coordinator	1
Fire Battalion Chief	3.80
Fire Captain	24
Fire Chief	1
Fire Engineer	24
Firefighter	33
Total	89.25
Fire Prevention	
Administrative Secretary I/II	.50
Assistant Fire Chief	.05
Fire Battalion Chief	1
Fire Captain	1
Fire Inspector	5
Plans Examiner I/II	.90
Total	8.45
Disaster Preparedness	
Disaster Preparedness Coordinator	1
Fire Battalion Chief	.20
Fire Captain	1
Total	2.20
Certified Unified Program Agency (CUPA)	
CUPA Coordinator	1
Fire Environmental Specialist I/II	5
Plans Examiner I/II	.10
Total	6.10
Fire Total	106

HOUSING

Public Housing

Account Clerk I/II	1.05
Account Clerk III	1.55
Accountant I/II	1
Administrative Secretary III	.80
Administrative Technician	1
Computer Network Engineer III	.75
Facilities Maintenance Worker I/II	7
Groundswoker I/II (or Maintenance Worker Trainee)	5
Housing Contract Administrator	1
Housing Director	.30
Housing Engineer	1
Housing Financial Officer	.55
Housing Maintenance Superintendent	1
Housing Maintenance Supervisor	3
Housing Modernization Superintendent	1
Housing Program Supervisor	1.50
Housing Programs Manager	.55
Housing Specialist I/II	5
Management Accountant/Auditor	.80
Management Analyst I/II	3.00
Management Analyst III	.85
Office Assistant I/II	5.15
Project Developer	1
Resident Services Assistant	2
Resident Services Coordinator	1
Senior Groundswoker	1
Senior Housing Maintenance Worker	2
Senior Housing Specialist	3

Total 52.85

Rental Assistance

Account Clerk I/II	.95
Account Clerk III	.45
Accountant I/II	1
Administrative Secretary III	1.05
Computer Network Engineer III	.25
Housing Director	.55
Housing Financial Officer	.45
Housing Inspector	2
Housing Program Supervisor	1.50
Housing Programs Manager	.45
Housing Specialist I/II	8
Management Accountant/Auditor	.20
Management Analyst I/II/III	.15
Office Assistant I/II	3.85
Senior Housing Specialist	1

Total 21.85

Affordable Housing Assistance

Housing Rehabilitation Program Manager	.60
Office Assistant I/II	.45
Rehabilitation Construction Specialist I/II	.05
Rehabilitation Loan Assistant	.45
Rehabilitation Loan Specialist	.45

Total 2

Housing Rehabilitation

Housing Rehabilitation Program Manager	.25
Office Assistant I/II	.40
Rehabilitation Construction Specialist I/II	.80
Rehabilitation Loan Assistant	.40
Rehabilitation Loan Specialist	.40

Total 2.25

Homeless Assistance		
Homeless Assistance Program Coordinator		1
	Total	1
Mobilehome Rent Stabilization		
Compliance Services Manager		.91
	Total	.91
Fair Housing		
Compliance Services Manager		.09
	Total	.09
	Housing Total	80.95
HUMAN RESOURCES		
Human Resources		
Administrative Secretary I/II (C)		2
Administrative Technician		1
Assistant City Manager		.20
Employee Relations Coordinator		1
Human Resources Director		1
Human Resources Manager		1
Human Resources Technician		1
Recruitment Supervisor		1
Senior Benefits Coordinator		1
	Total	9.20
Workers' Compensation		
Administrative Technician		1
Workers' Compensation Manager		1
Workers' Compensation Specialist		1
	Total	3
Safety Management		
Safety Specialist		1
	Total	1
	Human Resources Total	13.20
LIBRARY		
Library Community Outreach		
Administrative Assistant		1
Library Aide III		1
Library Director		1
Office Assistant I/II		1
	Total	4
Library Circulation Services		
Library Circulation Supervisor		1
Library Aide I/II		8.50
	Total	9.50
Library Branch Services		
Computer Network Engineer III		1
Librarian I/II		3
Librarian III		1
Library Aide I/II		2.50
Library Aide III		1
Library Services Supervisor		1
	Total	9.50
Library Information/Reference Services		
Computer Network Engineer I/II		1
Librarian I/II		9.50
Librarian III		1
Library Services Supervisor		1
Literacy Coordinator		1
Office Assistant I/II		1
	Total	14.50
Library Support Services		
Library Aide I/II		3.50
Library Aide III		1
Systems Analyst III		1
	Total	5.50

Carnegie Art Museum	
Cultural Arts Supervisor	1
Event Attendant I/II/III	1.75
Office Assistant I/II	.75
	Total 3.50
	Library Total 46.50
POLICE	
Code Compliance	
Administrative Technician	1
Code Compliance Inspector I/II/Park Ranger I/II	9
Code Compliance Manager	1
Office Assistant I/II	1
Senior Code Compliance Inspector	1
	Total 13.00
Community Patrol	
Administrative Secretary II	1
Animal Safety Officer	3
Assistant Police Chief	1
Community Service Officer	9
Crossing Guard	10.50
Police Commander	6
Police Officer I/II	149
Police Officer III	16
Police Sergeant	20
Police Service Officer	8
Senior Animal Safety Officer	1
Senior Police Service Officer	1
Senior Traffic Service Assistant	3
Traffic Service Assistant I/II	15
	Total 243.50
Criminal Investigation	
Assistant Police Chief	1
Community Service Officer	1
Crime Analysis Data Technician	1
Crime Analyst I/II	2
Criminalist	1
Data Entry Operator I/II	.50
Evidence Technician I/II	2
Missing Persons Specialist	1
Police Commander	1
Police Officer I/II	15
Police Officer III	17
Police Sergeant	5
Sex Registrant Specialist	1
Victim Services Specialist	1
	Total 49.50
Police Support Services	
Account Clerk I/II	2
Administrative Assistant (C)	1
Administrative Services Assistant	1
Assistant Police Chief	1
Community Affairs Manager	1
Community Service Officer	2
Computer Network Engineer III	3
Data Entry Operator I/II	3.75
Office Assistant I/II	1
Police Chief	1
Police Commander	1
Police Financial Manager	1
Police Records Manager	1
Police Records Supervisor	1
Police Records Technician I/II	15.75
Police Records Technician III	3

Police Sergeant	3
Police Word Processor I/II	7.50
Police Word Processor III	1
Programmer Analyst	2
Property & Evidence Custodian	1
Senior Administrative Secretary	1
Systems Analyst I/II/III	1
Total	56
Emergency Communications	
Communications Manager	1
Communications Training Coordinator	1
Public Safety Dispatcher I/II	19
Public Safety Dispatcher III	5
Total	26
Police Total	388
PUBLIC WORKS ADMINISTRATIVE SERVICES	
Public Works Administration	
Administrative Assistant	1
Administrative Secretary III	1
Administrative Services Manager	1
Public Works Director	1
Total	4
PUBLIC WORKS CONSTRUCTION AND DESIGN SERVICES	
Engineering Design & Contract Admin	
Administrative Secretary III	1
Assistant Civil Engineer	1
Engineer	1
Construction & Maintenance Engineer	.50
Design & Construction Services Manager	1
Engineering/Survey Technician I/II	2
Senior Civil Engineer	2
Total	8.50
Construction Services - Streets	
Construction Inspector I/II	3
Construction & Maintenance Engineer	.50
Construction Project Coordinator	1
Management Analyst I/II	1
Public Works Construction Project Manager	1
Senior Construction Inspector	1
Total	7.50
Traffic Engineering & Operations	
Associate Traffic Design Engineer	1
Traffic Engineer	1
Traffic Signal Repairer I/II	2
Traffic Signal Technician	1
Total	5
Street Maintenance & Repair	
Account Clerk I/II	.14
Account Clerk III	.14
Administrative Secretary III	.05
Administrative Technician	1
Data Entry Operator I/II	.14
Equipment Operator	6
Office Assistant I/II	.05
Senior Street Maintenance Worker	4
Street Maintenance Worker I/II (or Maintenance Worker Trainee)	7
Streets Manager	1
Traffic Safety Maintenance Worker	2
Total	21.52
Survey Services	
City Surveyor	1
Engineering/Survey Technician I/II	1
Senior Engineering Technician/Survey Chief	1

	Total	3
PUBLIC WORKS UTILITIES SERVICES		
Water Procurement		
Account Clerk I/II		.20
Account Clerk III		.20
Administrative Secretary III		1.30
Administrative Technician		.33
Data Entry Operator I/II		.20
Management Analyst III		.34
Office Assistant I/II		1.30
Public Works Construction Project Manager		2
Utility Services Manager		.33
Water Programs Manager		.50
Water Resources Manager		.50
	Total	7.20
Water Conservation & Education		
Water Conservation/Outreach Coordinator		1
Water Conservation/Outreach Technician		2
	Total	3
Water Production		
Chief Operator		1
Senior Water Treatment Plant Operator		1
Water Treatment Operator I/II/III		5
	Total	7
Water Distribution		
Chief Operator		1
Meter Reader		9
Meter Repair Worker		4
Senior Meter Reader		1
Senior Meter Repair Worker		1
Senior Water Distribution Operator		2
Water Distribution Operator I		10
Water Distribution Operator II		3
	Total	31
Water Security & Contamination Prevention		
Water Regulatory Compliance Coordinator		1
Water Regulatory Compliance Coordinator Technician I/II		2
	Total	3
Source Control		
Account Clerk I/II		.16
Account Clerk III		.16
Administrative Secretary III		.65
Data Entry Operator I/II		.16
Office Assistant I/II		.15
Senior Wastewater Environmental Specialist		1
Source Control Inspector I/II		1
Source Control Technician		.75
Technical Services Manager		.50
Wastewater Environmental Specialist		2
	Total	6.53
Storm Water Quality Management		
Senior Wastewater Environmental Specialist		1.00
Source Control Technician		.25
Technical Services Manager		.50
Utility Services Manager		.05
Wastewater Environmental Specialist		2
	Total	3.80

Collection System Maintenance and Upgrades	
Civil Engineer	.25
Electrician/Instrumentation Technician	.20
Instrumentation Technician	.15
Senior Wastewater Collection Operator	1
Senior Wastewater Mechanic	1
Treatment Plant Electrician	.50
Utility Services Manager	.09
Wastewater Collection Operator I/II	4
Wastewater Collection Supervisor	.50
Wastewater Maintenance Manager	.25
Wastewater Maintenance Supervisor	.50
Water Programs Manager	.25
Water Resources Manager	.25
	Total 8.94
Flood Control	
Wastewater Collection Operator I/II	2
Wastewater Collection Supervisor	.50
Wastewater Maintenance Manager	.25
	Total 2.75
Laboratory Services	
Chemist	1
Laboratory Assistant	1
Laboratory Technician	2
Laboratory Supervisor	1
Utility Services Manager	.05
Wastewater Operations Manager	.25
	Total 5.30
Treatment Plant Operations	
Account Clerk I/II	.16
Account Clerk III	.16
Administrative Secretary I/II	1
Administrative Secretary III	.65
Administrative Technician	.34
Civil Engineer	.75
Data Entry Operator I/II	.16
Management Analyst III	.33
Office Assistant I/II	.15
Power Production Operator II	2
Senior Wastewater Operator	4
Wastewater Operations Manager	.75
Wastewater Operator I/II	14
Wastewater Operator III	2
Water Programs Manager	.25
Water Resources Manager	.25
	Total 26.95
Treatment Plant Maintenance & Upgrades	
Electrician/Instrumentation Technician	.80
Groundswoker I/II	1
Instrumentation Technician	.85
Senior Wastewater Mechanic	1
Transport Operator	1
Treatment Plant Electrician	1.50
Utility Services Manager	.15
Wastewater Maintenance Manager	.50
Wastewater Maintenance Supervisor	.50
Wastewater Mechanic I/II	10
	Total 17.30
Environmental Resources Planning	
Account Clerk I/II	.34
Account Clerk III	.34
Administrative Secretary III	1.35

Administrative Technician	.33
Data Entry Operator I/II	.34
Management Analyst III	.33
Office Assistant I/II	.35
Solid Waste Supervisor	1
Solid Waste Superintendent	1
Utility Services Manager	.33
	Total 5.71
Waste Reduction and Education	
Recycling Manager	1
	Total 1
Environmental Resources Residential Collection	
Solid Waste Equipment Operator II	22
Solid Waste Compliance Specialist	4
Solid Waste Supervisor	1
	Total 27
Environmental Resources Commercial Collection	
Container Service Worker	2
Solid Waste Equipment Operator II	17
Solid Waste Supervisor	1
	Total 20
Environmental Resources Industrial Collection	
Solid Waste Equipment Operator II	10
Solid Waste Supervisor	.50
	Total 10.50
Environmental Resources Processing & Disposal	
Solid Waste Supervisor	.50
Solid Waste Transfer Operator	13
	Total 13.50
	Public Works Total 250
RECREATION AND COMMUNITY SERVICES	
Recreation Services	
Administrative Secretary III	.50
Administrative Technician	1
Community Services Manager	1
Leisure and Recreation Superintendent	.50
Management Analyst I/II	1
Management Analyst III	.30
Office Assistant I/II	1
Recreation/Human Services Coordinator	5.50
Recreation/Human Services Leader I/II/III	3.50
Recreation Supervisor	.50
	Total 14.80
Youth Development	
Administrative Secretary I/II	1
Administrative Secretary III	.50
Leisure and Recreation Superintendent	.50
Management Analyst III	.30
Police Officer III	1
Recreation Supervisor	1.50
	Total 4.80
Senior Services/Special Populations	
Office Assistant I/II	1
Recreation/Human Services Coordinator	2
Recreation/Human Services Leader I/II/III	2.75
Recreation Supervisor	1
	Total 6.75
Performing Arts and Convention Center	
Administrative Secretary I/II	1
Community Facilities Manager	1
Custodian	2
Event Attendant I/II/III	5.50
Event Coordinator	1

Facilities Maintenance Worker I/II		1
Senior Custodian		1
	Total	12.50
Recreation and Community Services Total		38.85
CITY TOTAL		1210.00

PASSED AND ADOPTED on this 7th day of July, 2009, by the following vote:

AYES:

NOES:

ABSENT:

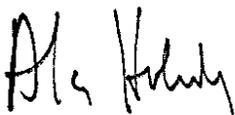
ABSTAIN:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Alan Holmberg, City Attorney