



STAFF RESOURCES SUMMARY

Staff Resources Summary by Function

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012/2013 Difference
General Fund				
Elected Officials	-	-	-	-
City Clerk's Office	3.00	3.50	3.50	-
City Manager's Office	7.34	8.59	8.59	-
Economic Development	1.33	1.33	1.33	-
Human Resources	5.00	2.00	2.00	-
Information Technology ¹	4.00	2.00	2.00	-
Communications	1.33	2.33	2.33	-
Finance	10.00	12.50	12.50	-
Public Works ¹	4.00	4.00	4.00	-
Municipal Court	6.00	6.00	6.00	-
Community Development Administration	4.00	3.50	3.50	-
Land Use Fund				
Current Planning	6.50	5.00	5.00	-
Engineering ¹	4.00	-	-	-
GIS Services	1.00	-	-	-
TOTAL	57.50	50.75	50.75	-

¹ Indicates services provided through contract and managed by City staff.

This summary page includes positions funded by all funds. The following Section *Staff Resources Summary by Position* will provide position detail.



Staff Resources Summary by Position

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012 / 2013 Difference	Salary Range Low	Salary Range High	Department 2013 Salary Reported In
General Fund							
Mayor	-	-	-	-	\$10,200	\$10,200	Elected Officials
Mayor Pro Tem	-	-	-	-	9,000	9,000	Elected Officials
Councilmembers	-	-	-	-	8,400	8,400	Elected Officials
Elected Officials	-	-	-	-			
City Clerk's Office							
City Clerk	1.00	1.00	1.00	-	74,300	118,900	City Clerk's Office
Deputy City Clerk	1.00	1.00	1.00	-	46,675	67,769	City Clerk's Office
Passport Clerk	-	0.50	0.50	-	26,600	37,200	City Clerk's Office
Senior Records & Information Management Clerk	1.00	1.00	1.00	-	29,200	40,800	City Clerk's Office
City Clerk's Office	3.00	3.50	3.50	-			
City Manager's Office							
City Manager	1.00	1.00	1.00	-	180,000	180,000	City Manager's Office
Assistant City Manager / Director of Administrative Services	1.00	1.00	1.00	-	97,800	156,400	City Manager's Office
Director of the Office of Innovation Management Analyst	-	1.00 ¹	1.00	-	97,800	156,400	City Manager's Office
Senior Management Analyst	1.00	2.00 ²	2.00	-	48,600	72,900	City Manager's Office
Contract Administrator	1.00	- ²	-	-			
Customer Services Manager	1.00	- ³	-	-			
Government and Community Affairs Manager	-	1.00 ¹	1.00	-	48,600	72,900	City Manager's Office
Government Affairs Liaison	1.00	-	-	-			
Executive Assistant to the City Manager	-	0.75 ¹	0.75	-	48,600	72,900	City Manager's Office
Administrative Assistant	1.00	1.00	1.00	-	48,600	72,900	City Manager's Office
	0.34	0.84 ⁴	0.84	-	43,800	63,400	City Manager's Office
City Manager's Office	7.34	8.59	8.59	-			
Economic Development							
Economic Development Manager	1.00	1.00	1.00	-	74,300	118,900	City Manager's Office
Administrative Assistant	0.33	0.33	0.33	-	43,800	63,400	City Manager's Office
Economic Development	1.33	1.33	1.33	-			
Human Resources							
Human Resources Manager	1.00	1.00	1.00	-	91,300	146,100	Human Resources
Human Resources Technician	1.00	- ⁶	-	-			
Risk Management Analyst	1.00	- ⁷	-	-			
Receptionist	1.00	- ⁷	-	-			
Administrative Assistant	1.00	1.00	1.00	-	43,800	63,400	Human Resources
Human Resources	5.00	2.00	2.00	-			
Information Technology							
Support Services Manager	1.00	- ⁷	-	-			
Facilities Technician	0.50	- ⁷	-	-			
Systems Analyst	1.00	1.00	1.00	-	55,500	83,300	Information Technology
GIS Specialist	-	1.00 ⁸	1.00	-	43,800	63,400	Information Technology
Web Help Desk Coordinator	1.00	- ⁷	-	-			
Help Desk Technician	0.50	- ⁷	-	-			
Information Technology*	4.00	2.00	2.00	-			



Staff Resources Summary by Position

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012 / 2013 Difference	Salary Range Low	Salary Range High	Department 2013 Salary Reported In
General Fund							
Communications							
Public Information and Special Events Manager	1.00	1.00	1.00	-	74,300	118,900	Communications
Communications Specialist	-	1.00 ¹	1.00	-	40,200	60,200	Communications
Administrative Assistant	0.33	0.33	0.33	-	43,800	63,400	Communications
Communications	1.33	2.33	2.33	-			
Finance							
Finance Director	1.00	1.00	1.00	-	97,800	156,400	Finance
Accounting Manager	1.00	1.00	1.00	-	67,500	104,700	Finance
Senior Accountant	1.00	2.00 ⁵	2.00	-	55,500	83,300	Finance
Revenue Analyst	1.00	1.00	1.00	-	48,600	72,900	Finance
Revenue Manager	1.00	1.00	1.00	-	67,500	104,700	Finance
Accounting Technician	2.00	2.00	2.00	-	34,800	48,700	Finance
Payroll Technician	-	0.50 ⁶	0.50	-	34,800	48,700	Finance
Project Accountant	1.00	- ⁵	-	-			
Accountant	1.00	1.00	1.00	-	43,800	63,400	Finance
Sales Tax Administrator	1.00	1.00	1.00	-	55,500	83,300	Finance
Compliance Technician	-	1.00 ¹	1.00	-	38,000	55,200	Finance
Contract Administrator	-	1.00 ³	1.00	-	48,600	72,900	Finance
Finance	10.00	12.50	12.50	-			
Public Works							
Director of Community Development & Public Works Services	-	0.50 ¹	0.50	-	97,800	156,400	Public Works
Public Works Director	1.00	- ⁷	-	-			
Deputy Public Works Director	1.00	1.00	1.00	-	74,300	118,900	Public Works
Project Programmer	1.00	1.00	1.00	-	55,500	83,300	Public Works
Administrative Assistant	1.00	0.50 ⁴	0.50	-	43,800	63,400	Public Works
Construction Inspector/Contract Liaison	-	1.00 ⁹	1.00	-	43,800	63,400	Public Works
Public Works*	4.00	4.00	4.00	-			
Municipal Court							
Court Administrator	1.00	1.00	1.00	-	74,300	118,900	Municipal Court
Judicial Assistant	1.00	1.00	1.00	-	34,800	48,700	Municipal Court
Deputy Court Clerk I	3.00	3.00	3.00	-	29,200	40,800	Municipal Court
Deputy Court Clerk II	1.00	1.00	1.00	-	34,800	48,700	Municipal Court
Municipal Court	6.00	6.00	6.00	-			
Community Development Administration							
Director of Community Development & Public Works Services	-	0.50 ¹	0.50	-	97,800	156,400	Community Development
Community Development Director	1.00	1.00	1.00	-	97,800	156,400	Community Development
Long Range Planning Manager	1.00	- ⁷	-	-			
Principal Planner	1.00	1.00	1.00	-	62,700	97,100	Community Development
Administrative Assistant	1.00	1.00	1.00	-	43,800	63,400	Community Development
Community Development Administration	4.00	3.50	3.50	-			



Staff Resources Summary by Position

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012 / 2013 Difference	Salary Range Low	Salary Range High	Department 2013 Salary Reported In
Land Use Fund							
Current Planning							
Deputy Director of Community Development	1.00	- ⁷	-	-			
Senior Planner	2.00	1.00 ⁷	1.00	-	55,500	83,300	Land Use Fund
Planner I	1.00	- ¹⁰	-	-			
Planner II	-	1.00 ¹⁰	1.00	-	48,600	72,900	Land Use Fund
Planning Technician	1.00	1.00	1.00	-	38,000	55,200	Land Use Fund
Principal Planner	-	1.00 ¹	1.00	-	62,700	97,100	Land Use Fund
Office Services Support	1.50	1.00 ⁷	1.00	-	26,600	37,200	Land Use Fund
Current Planning	6.50	5.00	5.00	-			
Engineering							
City Engineer	1.00	- ⁷	-	-			
Senior Engineer	2.00	- ⁷	-	-			
Construction Inspector	1.00	- ⁹	-	-			
Engineering*	4.00	-	-	-			
GIS Services							
GIS Program Specialist	1.00	- ⁸	-	-			
GIS Services	1.00	-	-	-			
TOTAL	57.50	50.75	50.75	-			

¹ New position due to reorganization

² Senior Management Analyst position reclassified as Management Analyst

³ Contract Administrator reclassified and moved from City Manager's Office to Finance due to reorganization

⁴ .5 Administrative Assistant moved from Public Works to City Manager's Office due to reorganization

⁵ Project Accountant position reclassified to Senior Accountant

⁶ .5 FTE reclassified as Payroll Technician and moved to Finance, and .5 FTE eliminated

⁷ Position eliminated due to reorganization

⁸ GIS Specialist moved from Land Use Fund to General Fund Support Services due to reorganization

⁹ Construction Inspector moved from Land Use Fund to Public Works and reclassified to Construction Inspector/Contract Liaison due to reorganization

¹⁰ Planner I reclassified to Planner II

* Indicates service provided through contract



CONTRACTED RESOURCES SUMMARY

Contracted Resources Summary by Function

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012 / 2013 Difference
General Fund				
City Attorney's Office	5.00	5.90	6.00	0.10
Sales/Use Tax Administration and Compliance	2.00	2.00	2.00	-
Information Technology	-	2.15	2.15	-
Public Works	40.93	41.50	41.50	-
Engineering	-	1.00	1.00	-
Facilities	-	1.50	1.50	-
Law Enforcement	159.75	159.75	159.75	-
Animal Services	5.50	5.50	5.50	-
Code Compliance	3.75	3.75	3.75	-
Land Use Fund				
Building	8.00	8.00	8.00	-
Engineering	-	1.00	1.00	-
TOTAL	224.93	232.05	232.15	0.10

The City of Centennial recognizes that contracting for City services is preferred as stated in Our Voice. Our Vision. Centennial 2030. Centennial will contract or enter into partnerships to provide services to its citizens when efficiencies and effectiveness result in meeting the demands within service levels.

Contracted full time equivalent (FTE) resources can fluctuate depending on the level of service provided, available funding, and length of projects. The City of Centennial may also from time-to-time contract with private service providers on an hourly basis for other City services.



Contracted Resources Summary by Position

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012 / 2013 Difference
General Fund				
City Attorney's Office				
City Attorney	1.00	1.00	1.00	-
Deputy City Attorney	0.50	0.75	0.75	-
Assistant City Attorney	2.00	2.75	2.75	-
Administrative Assistant	1.00	0.90	0.90	-
Office Manager	0.50	0.50	0.60	0.10
City Attorney's Office	5.00	5.90	6.00	0.10
Sales/Use Tax Administration and Compliance				
Sales Tax and Business License Administrators	2.00	2.00	2.00	-
Sales/Use Tax Administration and Compliance	2.00	2.00	2.00	-
Information Technology				
On-site Help Desk	-	0.75	0.75	-
Remote Help Desk	-	0.50	0.50	-
System Administrator	-	0.50	0.50	-
Backup Administrator	-	0.20	0.20	-
IT Director	-	0.20	0.20	-
Information Technology	-	2.15	2.15	-
Public Works				
Program Director	1.00	1.00	1.00	-
Public Works Operations Manager	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
IT Manager	1.00	1.00	1.00	-
Customer Services Representative	2.00	2.00	2.00	-
Work Management Coordinator	0.75	0.75	0.75	-
Citizen Responder	1.25	1.25	1.25	-
GIS Technician	1.00	1.00	1.00	-
City Traffic Engineer	1.00	1.00	1.00	-
Principal Traffic Engineer	1.00	1.00	1.00	-
Engineer	1.00	1.00	1.00	-
Traffic Technician	1.00	1.00	1.00	-
Construction Inspector	2.00	3.00	3.00	-
Permits Technician	1.00	0.50	0.50	-
Field Services Manager	1.00	1.00	1.00	-
CIP Engineer	0.33	1.00	1.00	-
CIP Construction Coordinator	0.50	1.00	1.00	-
Inspector	1.00	-	-	-
Field Operations Superintendent	1.00	1.00	1.00	-
Field Supervisor	2.00	2.00	2.00	-
Administrative Assistant	1.00	1.00	1.00	-
Mechanic	2.00	2.00	2.00	-
Foreman	1.00	2.00	2.00	-
Equipment Operator	12.00	14.00	14.00	-



Contracted Resources Summary by Position

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012 / 2013 Difference
General Fund				
Public Works Cont.				
CIP Manager	0.39	-	-	-
Administrative Assistant	0.75	-	-	-
Project Inspectors	0.63	-	-	-
CIP Traffic Engineer	0.08	-	-	-
Project Engineers	0.81	-	-	-
Designer	0.10	-	-	-
Surveyor	0.02	-	-	-
Staff Engineers	0.32	-	-	-
Public Works	<u>40.93</u>	<u>41.50</u>	<u>41.50</u>	-
Engineering				
Engineer	-	1.00	1.00	-
Engineering	-	1.00	1.00	-
Facilities				
Facilities Manager	-	1.00	1.00	-
Facilities Technician	-	0.50	0.50	-
Facilities	-	1.50	1.50	-
Law Enforcement				
Patrol	76.00	76.00	76.00	-
Traffic Unit	9.00	9.00	9.00	-
School Resource Section	4.00	4.00	4.00	-
Investigators	24.75	24.75	24.75	-
Crime Lab	3.00	3.00	3.00	-
Emergency Planning	2.00	2.00	2.00	-
Environmental Crimes Unit	1.00	1.00	1.00	-
Communications	16.00	16.00	16.00	-
Crime Analyst	1.00	1.00	1.00	-
General Administration	2.00	2.00	2.00	-
Internal Affairs	2.00	2.00	2.00	-
Human Resources	2.00	2.00	2.00	-
Training	2.00	2.00	2.00	-
Community Resources	1.00	1.00	1.00	-
Investigations - Support Staff	4.00	4.00	4.00	-
Property and Evidence	3.00	3.00	3.00	-
Telecomm	1.00	1.00	1.00	-
Information Management	6.00	6.00	6.00	-
Public Safety	<u>159.75</u>	<u>159.75</u>	<u>159.75</u>	-
Animal Services				
Field Services Manager	0.50	0.50	0.50	-
Team Leader	1.00	1.00	1.00	-
Animal Welfare Officer	4.00	4.00	4.00	-
Animal Services	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	-

Contracted Resources Summary



Contracted Resources Summary by Position

Department/Division	2011 Actual FTE	2012 Revised FTE	2013 Adopted FTE	2012 / 2013 Difference
General Fund				
Code Compliance				
Code Compliance Manager	0.75	0.75	0.75	-
Code Compliance Officer	3.00	3.00	3.00	-
Code Compliance	3.75	3.75	3.75	-
Land Use Fund				
Building				
Chief Building Official	1.00	1.00	1.00	-
Plans Reviewer	1.00	1.00	1.00	-
Building Inspector	3.00	3.00	3.00	-
Other	-	-	-	-
Permit Technicians	2.00	2.00	2.00	-
Contractor Licensing Technician	1.00	1.00	1.00	-
Building	8.00	8.00	8.00	-
Engineering				
Engineer	-	1.00	1.00	-
Engineering	-	1.00	1.00	-
TOTAL	224.93	232.05	232.15	0.10
TOTAL STAFF AND CONTRACTED RESOURCES				
	282.43	282.80	282.90	0.10

¹ The City of Centennial may also from time-to-time contract with private service providers on an hourly basis for other City services.