

Attachment B – Summary of Anticipated Staffing Needs

Staff anticipate that the following new positions will be needed during the 10-year planning timetable to adequately implement the programs – both existing and new – supported by the stormwater utility. Positions are to be located in FES – Environmental Services, unless otherwise noted.

Position Title	Starting FY	Pay Grade	FTE	Roles
Infrastructure Program Manager	FY19	17	1	<ul style="list-style-type: none">• administers drainage infrastructure program• oversees mapping, assessment, maintenance and repair of infrastructure• uses asset management software and other technologies• assigns work to contractors or crew• oversees maintenance of County BMPs
Management/Budget Analyst	FY19	15	1	<ul style="list-style-type: none">• analyzes, evaluates, and manages utility accounts• monitors fiscal resources• coordinates with OMB and finance staff• performs administrative work for division
GIS/Data Analyst	FY19	16	1	<ul style="list-style-type: none">• develops and maintains information management systems, including GIS, CityView, field data collection systems, other databases• analyzes and/or models data to inform division work
Project Manager (PMD)	FY20	17	1	<ul style="list-style-type: none">• manages the design and construction of capital water resources projects
Construction Inspector (ENG)	FY20/23	15	2	<ul style="list-style-type: none">• inspects construction of new public stormwater infrastructure
Water Resources Engineer	FY23	17	1	<ul style="list-style-type: none">• identifies, prioritizes, and plans capital projects and other initiatives to achieve broad division goals• administers more technical aspects of programs
Water Resources Inspector	FY25	14	1	<ul style="list-style-type: none">• inspects public and private stormwater management facilities to ensure proper maintenance and functionality

FES – Facilities and Environmental Services Department

PMD – Project Management Division, Facilities and Environmental Services Department

ENG – Engineering Division, Community Development Department

Stormwater Utility Administration

Staff expect that responsibilities associated with administering the stormwater utility will be shared by the Chief of Environmental Services (existing position), the Management/Budget Analyst (new position), and GIS/Data Analyst (new position). These staff will coordinate – as needed – with staff in the Office of Management and Budget, the Finance Department, and the Office of Geographic Data Services.

In total, the administration of the stormwater utility is expected to require less than one FTE position.