

Summary by Category of Increase/Decrease to Authorized Positions

	Mandated Increases	Grant Funded	Revenue Supported Mass Transit - VDOT	Public Safety Positions	Dept Request Increase or Decrease	Total
FY 2020 Porposed Authorized Positions	1,188					
FY 2012 Authorized Positions after RIF	1,136					
Positions Added	52					
FY 2013:						
Fire Dept Eliminated Battalion Chief					(1)	
Eliminated Emergency Svcs Director						(1)
Public Works Warehouse-Eliminated Account Clerk						(1)
Added CSA Coordinator		1				
Sanitation-Eliminated Solid Waste Collectors						(8)
Sanitation - Added Recycling Center Operator						1
Commonwealth Atty Eliminated City-funded Asst C/A						(1)
Utilities - Eliminated W&G Supervisor						(1)
Clerk of Circuit Court -	12					
						2
FY 2014						
Finance-Eliminated Sr Accountant						(1)
Circuit Court-Added Judicial Assistant						1
P/W Cemeteries=Eliminated Groundskeeper						(1)
						(1)
FY 2015:						
Information Technology-IT Tech						1
Parks & Recr-Switched PT for FT						3
Mass Transit-Switched PT for FT			4			
Utilities Fiscal Svcs-Sr Account Clerk						1
City Attorney-Asst C Atty		1				
Sheriff-Deputies	2					12
FY 2016:						
Fire-Fire Code Inspector					1	
Clerk of Circuit Court (reduce OT)						2
P/W Sanitation-Eliminated Solid Waste Collector						(1)
Mass Transit Drivers			5			
Police Officer-Council Authorized				4		-
Crime Scene Analyst		1				
Parks & Recreation Switched PT for FT						1
Social Services-SNAPET Coord from PT to FT						1
Parks & Recreation Grant funded specialist		1				10

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FY 2017:						
Community Dev-Intake Diversion-switched from contract	-				1	
Commonwealth - Added back Asst Commwlth Atty					1	
Adult Detention-2 positions					2	
Parks & Rect Pt for FT					3	
Mass Transit			2			
Sanitation-Eliminated 3 postiions					(3)	
Parks & Recr Added 3 positions PT for FT					3	9
FY 2018:						
Planning-Eliminated one position					(1)	
Social Services		1				
Central Services - PT for FT					1	
Circuit Court - Eliminated Judicial Asst					(1)	
Information Tech Added IT Support Tech					1	
Police-Added Video Tech & Property & Evid Tech				2		
Parks & Recr-Added Grants Specialist		1				
Library-Added Infor Spec PT for FT					1	
Mass Transit-Division Director & Driver			2			
VDOT			1			
Sheriff-State authorized additional deputies	3					
Commonwealth Atty-Grant position and State mandated	1	1				11
FY 2019:						
City Manager-Youth & Gang Coordinator		1				
Parks & Recr PT for FT					2	
Social Services	1					
Mass Transit-2nd shift Dispatched & 2 Drivers			3			
Juvenile Detention-eliminated 2 grant/Revenue positions		(2)				
Public Works-Eliminated Horticulturist		(1)				
Public Works-Eliminated Cemeteries PSW					(1)	3
FY 2020:						
Police Dept - Reinstated Animal Contol Officer				1		
Utilities - Telecommunications-Eliminate Broadband Tech					(1)	
Totals	19	5	17	7	4	52
Full-time Positions replacing Part-time						
Revenue Supported (Mass Transit/VDOT)	4					
Departmental Request	15					
Total Fulltime Positions replacing Part-time	19					
Positions Eliminated	(23)					
Fulltime Positions Added excluding exchange for Parttime	19					
Fulltime Positions Added -Revenue Supported	13					
Fulltime Positions Added per Mandates & Grants	24					
	52					

Summary by Category of Increase/Decrease to Authorized Positions

	Mandated Increases	Grant Funded	Revenue Supported Mass Transit - VDOT	Public Safety Positions	Dept Request Increase or Decrease	Total
Summary by Fund						
Sanitation Fund					(11)	
Cemetery Fund					(2)	
Special Grants Fund					5	
Mass Transit Fund (4 Part-time to Full-time)					16	
VDOT Fund					1	
Utilities					(1)	
Central Services (Part-time to Full-time)					1	
General Fund:						
Constitutional Offices					21	
Fire Dept					-	
Emergency Svcs					(1)	
Police					7	
Public Works					(1)	
Finance					(1)	
Circuit Court					-	
Information Technology					2	
Parks & Recr (Part-time to Full-time)					12	
Library (Part-time to Full-time)					1	
Social Services (Part-time to Full-time)					1	
22nd District Court Services					1	
Adult Detention					2	
Planning Office					(1)	
					<hr/>	
					52	

Changes in Full-Time Authorized Personnel FY 2012 - FY 2019					
	Total Authorized	Constitutional Offices	Excluding Constitutins		
Authorized Fulltime Position FY 2012	1,136	115	1,021		
Proposed Authorized Fulltime Positions FY 2020	1,188	137	1,051		
Increase	52	22	30		
Details of Increases/Decreases since FY 2012		Incr (Decr)	Sub-Total	Total Auth Pos	Comments
FY 2013:					
Fire Dept					
Eliminated Battalion Chief		(1)			
Eliminated Director of Emergency Services		(1)			
Public Works Warehouse					
Eliminated Sr. Account Clerk		(1)			
Community Development - Social Services					
Added CSA Coordinator		1			Previously the City & Pittsylvania Service CSA program was combined and Pittsylvania handled the administration of the grant.
Public Works Sanitation					
Eliminated Solid Waste Collectors		(8)			
Added Recycling Center Operator		1			
Commonwealth Attorney					
Eliminated City-funded Asst Commonwealth Attorney		(1)			
Utilities					
Eliminated Water & Gas Supervisor		(1)			
Clerk of Circuit Court		12			The Clerk had previously processed their own payroll. The State required the City to add these employees to our payroll, in order for all constitutional office payroll be processed the same.
FY 2013 Total			1	1,137	
FY 2014:					
Finance					
Eliminated Sr. Accountant		(1)			
Circuit Court					
Added Judicial Assistant		1			State Added a second judge to Circuit Court
Public Works Cemeteries					
Eliminated Groundskeeper		(1)			
FY 2014 Total			(1)	1,136	
FY 2015:					
Information Technology					
IT Technician/Analysis		1			
Parks & Recr - Park Maintenance & Outdoor Recr					
Switched Parttime for Fulltime (No budget Impact)		3			
Mass Transit					
Transit Drivers - Switched Parttime for fulltime (No budget impact)		4			
Utilities-Fiscal Services					
Senior Account Clerk		1	9		
City Attorney					This adjustment made to the FY 2015 column on the FY 2016 Authorized position list in the FY 2016 Budget Approp Ordinance
Added Blight Attorney		1			
City Sheriff					
Deputies		2			State authorized additional positions (no City funding required)
FY 2015 Total			12	1,148	

Changes in Full-Time Authorized Personnel FY 2012 - FY 2019					
		Incr (Decr)	Sub-Total	Total Auth Pos	Comments
FY 2016:					
Fire					
Added Fire Code Inspector (works with blight program)		1			
Clerk of Circuit Court					
Added Deputy Clerks		2			Judges requested this as work load had increased and employees were working significant overtime
Public Works Sanitation					
Eliminated Solid Waste Collector		(1)			
Mass Transit					
Transit Drivers - Switched Parttime for fulltime (No budget impact)		5			
Police					
Police Officers		4			Authorized by City Council (to be funded with vacancy savings)
Crime Scene Analyst (Grant Funded)		1			City received a grant during FY 2016 for this position
Parks & Recr - Special Recr					
Recreation Leader - Switched Parttime for Fulltime (No budget Impact)		1			This change was approved and included in the Budget Highlights, but the change was inadvertently omitted in the Authorized Position List.
Community Development-Social Services					
SNAPET Coordinator		1			Reclassified from Temporary Position - had difficulty filling the position and determined to be more efficient if reclassified to full-time position
Parks & Recr - Community Recr					
Recreation Grants Specialist		1	15	15	The City received a grant after July 1 which included funding for a full-time position. This is a temporary position.
FY 2016 Total			15	1,163	
FY 2017 Proposed:					
Community Development					
Intake Diversion Specialist		1			Previously this position was a contracted position, and filling position was challenging since no benefits were offered. City savings = approx \$540
Commonwealth Attorney					
Assistant Commonwealth Attorney		1			Council approved additional one Asst C/A
Police-Adult Detention Facility					
Add Administrative Lieutenant		1			
Add Health Services Administrator		1			
Mass Transit					
Clerical position - Switched Parttime for fulltime (No budget impact)		1			Reduced Parttime - no budgetary impact
Transit Driver		2			Reduced Parttime - no budgetary impact
Public Works Sanitation					
Eliminate Solid Waste Collectors		(3)			
Police Dept					
Adult Detention		2			Added Health Service Coordinator & Admin Lt.
Parks & Recr Administration					
Account Clerk		1			Reduced Parttime - no budgetary impact
Community Recr					
Administrative Specialist		1			Reduced Parttime - no budgetary impact
Library					
Library Technical Specialist		1	9	24	Reduced Parttime - no budgetary impact
FY 2017 total			9	1,172	

Changes in Full-Time Authorized Personnel FY 2012 - FY 2019					
		Incr (Decr)	Sub-Total	Total Auth Pos	
FY 2018					
Planning					
Eliminated one position		(1)			
Social Services					
Administrative Asst		1			Grant/State funded
Central Services					
Added Printer		1			Eliminated PT position
Circuit Court					
Eliminated Judicial Assistant		(1)			
Information Technology					
IT Support Technician		1			
Police					
Video Technician		1			
Property & Evidence Technician		1			
Parks & Recreation					
Add Grants Specialist		1			Grant Funded
Library					
Added Information Specialist		1			Reduced PT-no budgetary impact
Mass Transit					
Added Division Director		1			
Added Transit Driver		1			
VDOT Fund					
Added Code Enforcement Inspector		1			Funded by VDOT
Sheriff					
State added 2 deputies		3			
Commonwealth Attorney					
Added one Grant Funded position to Victim Witnes Prog		1			
State added Asst Attorney		1			
FY 2018 Total			13	1,185	
FY 2019					
City Manager					
Youth & Gang Violence Coordinator (Grant Funded)		1			
Parks & Recr					
Special Recreation					
Recreation Program Supervisor		1			Reduced Part-time-no budgetary impact
Community Recreation					
Recreation Program Supervisor		1			Reduced Part-time-no budgetary impact
Social Services					
Senior Eligibility Worker		1			Changes from Part-time to Full-time-State funds 80%
Mass Transit					
Added 2nd shift Dispatcher		1			Federal funding 50%
Transit Driver		2			Federal funding 50%
Juvenile Detention					
Eliminated two grant funded positions		(2)			No longer using these grants
Public Works Administration					
Eliminated Horticulturist (Grant Funded)		(1)			
Public Works Cemeteries					
Eliminated Public Service Worker		(1)			
FY 2018 Total			3	1,188	
FY 2019					
Police					
Animal Control Officer		1			Police Requested this position be reinstated
Utilities - Telecommunications					
Broadband Network Engineering Technician		(1)			Utilities this reduction
			0	1,188	

Positions Eliminated - Reduction in Force (RIF) - FY 2011-2012

**number
of FT
Positions**

Human Resources: Eliminated Occupational Health Office		
Occupational Health Nurse	1	
Finance		
Real Estate Assessor	1	
Accounting Supervisor	1	
Assistant Commonwealth Attorney	1	Reinstated FY 2017
Police		
Animal Control Officer	1	FY 2020 Budget proposes reinstating of this position
Parking Attendant	1	
Police Officers	3	
Juvenile Detention Facility		
Juvenile Detention Service Supt	1	
Youth Care Workers	5	
Juvenile Detention Recreation Spec	2	
Laundry Worker	1	
Public Works		
Engineering Technician	1	
Street Maint-MEO	2	
Bldg Maintenance Mechanic	1	
Sanitation Fund		
Solid Waste Collectors	6	
General Supervisor	1	
Motorized Eqpt		
Training & Safety Manager	1	
Social Services		
Employment Service Worker	2	These 4 eliminations were approved by the State
Employment Service Aide	2	
Human Services Department - Eliminated		
Director of Human Services	1	
Senior Secretary	1	
Parks & Recreation		
Assistant Director Parks & Recr	1	
Director of Tourism	1	
Assistant Director of Tourism	1	A position with a lower grade replaced this position
Community Dev Dept		
Development Coordinator	1	
Utilities:		
Warehouse Supervisor	1	This position replaced Fiscal Service Supervisor FY 2013
Sr Office Assistant	1	
W&G Project Engineer	1	
Total Positions Eliminated in RIF	43	
VDOT Fund		
Sanitation Fund	7	
Motorized Equipment Fund	1	
Utility Funds	3	
General Fund	30	
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	43	
Separate from RIF - Planned Reductions		
Meter Readers	5	
Meter Reader Supervisor	1	
These reductions were the result of the installation of smart meters		