Organizational Chart

2014-2015

Adopted Budget

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CITY OF WICHITA, KANSAS

2014
Organizational Chart

January 1 – December 31, 2014

Mission Statement

The mission of the City of Wichita is to provide an environment to protect the health, safety and well being of all who live and work in the community. In directing policies and programs toward that end, the City assumes a stewardship role to preserve the assets and natural resources entrusted to its growth, to assure equality of opportunity and to contribute to the quality of life for all citizens.

Produced October 2013 by the Department of Finance—Budget and Research Office.

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Overview of the Organizational Chart Document

The Organizational Chart document provides narrative discussion and graphics centered around the organization of authorized positions in each City department. The organizational structure of the City of Wichita is dynamic. Organization charts included in this document are intended to align to the organizational structure, staffing levels, and organizational goals described in the 2014-2015 Adopted Budget.

An electronic version of the organizational chart is located at http://www.wichita.gov/Government/Departments/Finance/Pages/Documents.aspx. In addition to the current organizational chart, the 2014-2015 Adopted Budget as well as other financial documents are available via this link. Sections included in the organizational chart are outlined below.

The Guide to the Organizational Chart reviews the City's overall structure and reporting relationships. The relationship of the City Council, boards and commissions, the City Manager and departments is reviewed. Finally, a graphic displaying the various components of department organization charts is shown, with explanatory notes.

The City-Wide Organization Chart displays a general overview of the City's structure. Departments are grouped within management teams. These teams group departments by the shared goals of maintaining a safe and secure community, enhancing economic vitality and community development, and providing internal services which support the external service providers of the City of Wichita. A Department Director is selected to facilitate team meetings. Management teams report to designated Assistant City Managers and ultimately to the City Manager. The City Manager reports to the City Council, which receives input from a variety of boards and commissions.

The Department Organization Charts are designed to reflect the structural assignment of personnel included in the 2014-2015 Adopted Budget. Each department generally reports to an Assistant City Manager and then the City Manager. Some departments provide staff support for advisory boards, committees or commissions. The relationship of departments to boards, committees and commissions is discussed in the following sections, but boards and commissions are not included on department organizational charts.

Departments are generally divided into divisions. Divisions may be divided further into services. The 2014-2015 Adopted Budget is generally appropriated by division and/or service, with positions assigned to divisions and/or services. Each organizational chart box includes a page number which references the page in the 2014-2015 Adopted Supplemental Budget which contains the position details for that division or service. Included in the organizational chart box are the total number of authorized positions and the full time equivalents located in that division or service. Some positions are funded through grant funding from the State of Kansas and the Federal Government. These positions are identified with a caret (^) and the total number of fulltime equivalents receiving non-local funding sources is included in parenthesis for each division. At the bottom of each department chart is the total number of authorized positions and the full time equivalents included in each department.

The Other Information section includes a Position Summary Table, listing the total number of positions by department and by division for 2012, 2013 and 2014. Position counts are organized by funding source as either General Fund, Other funds, or Grant funding. Also included in the Appendix is the Glossary, used to define certain abbreviations and key terms used throughout the document.

City of Wichita Organizational Structure Overview

The City of Wichita is governed by the Wichita City Council, elected by the citizens of Wichita. The City Council is advised and receives input from various boards, commissions and committees, and provides policy direction for the organization. In addition, there are various organizations that provide support and assistance to City Departments, often as charitable organizations. A City Manager is appointed by the City Council to manage operations of the City organization. City staff report to the City Manager though sixteen City Departments. These Departments are managed by a Department Director who reports to the City Manager. Departments generally are organized into Divisions, and Divisions may be organized into Services. Each of these levels are examined below.

City Council

The City of Wichita was chartered in 1870, and is governed by seven City Council members. The City is divided into six districts, with a Council member elected from each district. In addition, the Mayor serves as the seventh Council member, elected from the City at-large. Council members serve four-year, overlapping terms. The Mayor serves as the presiding officer for the City, and the City Council conducts all legislative functions for the City of Wichita, appoints members of advisory boards, and establishes general policies for the organization.

Boards, Commissions and Committees

Various boards, commissions and committees are appointed by the City Council. Some are established in City Code, some are established on an ad hoc basis. Generally, they all have several traits in common: members are usually appointed by the City Council; the entity usually serves to provide input and advice to the City Council; and the entity is usually supported by City staff. These entities are shown on the City-Wide Organizational Chart. The main groups, their structure, function and relationship to City staff are discussed below.

Advisory Boards - These boards are comprised of members appointed by the City Council, and in some cases by other entities. Their role is to provide oversight and input to the City Council. Selected advisory boards are discussed below.

The **Wichita Airport Advisory Board (WAAB)** provides advice and recommendations to the City Council and City Manager on matters of policy and strategic long-term development issues affecting municipally-owned and operated airports. The Airport Advisory Board is comprised of thirteen members serving two year terms. Five members are appointed by the City Council, and seven members are nominated by the Board of County Commissioners of Sedgwick County and appointed by the City Council. The chairman of the Regional Economic Area Partnership (REAP) also serves ex officio with full power to vote and participate. Airport Department staff provide support for WAAB meetings.

Each of the six Council districts has a **District Advisory Board (DAB).** DABs provide input to the City Council on matters of public policy, citizen involvement, and problems or issues specific to the district served. DABs include eleven members appointed by the Council member for that district. Each DAB typically meets monthly, with meetings open to the public and attended by citizens. The City Manager's Office provides staff support for DABs. In addition, other City staff routinely present issues to the DAB for consideration.

The **Board of Park Commissioners** is comprised of seven members appointed by the City Council. Responsibilities of the board include making recommendations to the City Council on issues related to parks, land acquisition and disposition of existing park properties and facilities, recreation programming, fees, the Park and Recreation Department's Budget and Capital Improvement Program, future park development, and other issues related to parks and recreation. Park and Recreation Department staff provide support for the Park Board.

The **Historic Preservation Board** is responsible for recommending properties to the Wichita City Council for designation as historic landmarks and districts, reviewing proposed alterations to locally designated historical properties, and reviewing proposed changes to the environs of state and nationally registered properties. The Mayor appoints seven members with the approval of City Council. These members serve for two year terms. Metropolitan Area Planning Department staff provide support for the Historic Preservation Board.

The **Metropolitan Area Planning Commission (MAPC)** holds public hearings and makes recommendations to the Wichita City Council and the Sedgwick County Board of Commissioners concerning zoning, subdivision applications and other development related issues. MAPC also aides in developing and maintaining the Comprehensive Plan for Wichita and Sedgwick County. The MAPC is composed of fourteen members appointed by the City Council and County Commission. MAPC has created two committees, the **Subdivision & Utility Advisory Committee** and the **Advanced Plans Committee.** Metropolitan Area Planning Department staff provide support for the MAPC and its committees.

The **Wichita Transit Advisory Board** was created to advise the City Council on recommendations from the Transit Department for service improvements. The board consists of twenty one members. All members must be residents of Sedgwick County. The City Council appoints twenty members, of which no more than eight members may reside outside of the city limits of Wichita. One member is nominated by the Wichita Access Advisory Board and is appointed by City Council. The Transit Department provides staff support for the board.

The **Board of Bids and Contracts** is comprised of designees for the City Manager, the Director of Public Works & Utilities, the Finance Director, the City Attorney, and the Budget Officer. The City Clerk serves as a non-voting secretary for the board. The board is empowered to review all bids for public improvements, and bids on all purchases, and forwards recommendations to the City Council for final approval.

The **Community Services Block Grant Review Committee** participates in planning, implementation and evaluation of programs to be funded from the Community Services Block Grant Act. The City Council appoints twelve members, four from the public sector, four from the private sector and four from low-income neighborhoods.

The **Wichita-Sedgwick County Emergency Communications Advisory Board** determines the operational policies of the Sedgwick County Emergency Communications Department. The board makes recommendations to the County Manager and aides in the development of the department's annual Budget. The advisory board is comprised of eight members including the Sedgwick County Sheriff, the Sedgwick County Fire Chief, the Director of Sedgwick County Emergency Medical Services, the Director of Sedgwick County Disaster Management, the Chief of the Wichita Police Department, the Chief of the Wichita Fire Department and appointees from the City Manager and County Manager.

The **Design Council** reviews all public projects that have an aesthetic impact or include public art, and make recommendations to the City Council, which has final approval. The Design Council is composed of eleven members appointed by the City Council and four members appointed by the City Manager. Members must include three architects, three landscape architects, three engineers, two artists, one graphic designer and three citizens at-large.

The **SSMID Advisory Board** provides the City Council with advice regarding the Self Supporting Municipal Improvement District (SSMID) in downtown Wichita. Approved in 2000, the SSMID is a benefit assessment district created to improve and convey special benefits to properties located within the central business district of Wichita. Washington Street, Central Avenue, Kellogg Avenue, and the Arkansas River are the geographic boundaries. The SSMID is governed by the City Council. State statute allows for the creation of an advisory board to submit operating plans and budgets to the City Council, and to provide assistance in policy direction for SSMID-funded activities. Voting members of the SSMID Advisory Board must be property owners and/or lessees of commercial property (or corporate designees) within the district, and must provide payment evidence of SSMID assessments.

The **Wichita Access Advisory Board** is established to enhance the community by the contributions of persons with disabilities; to make a positive difference in their relationship with the City of Wichita and businesses that serve it by working toward providing access to facilities, programs, and employment, enabling persons with disabilities to participate in the social and economic life of the City, thereby achieving maximum personal independence. The Board consists of at least twenty three members serving one year terms. Seven members are appointed by the City Council, at least eight members must consist of representatives of the City of Wichita ADA Coordinator, USD 259, Independent Living Resource Center, Kansas Disability Coalition, Muscular Dystrophy Association, Community Development Disability Organization, and Sedgwick County Department on Aging. One representative from each of the following organizations: Starkey, KETCH, Rainbows United, ARC of Sedgwick County, Envision, National Federation of the Blind, Wichita Association for the Visually Handicapped, Wichita Association of the Deaf, and Cerebral Palsy Research Foundation. Sedgwick County Commissioners have the authority to appoint members as well.

The **Bicycle & Pedestrian Advisory Board** is comprised of eleven members with seven members being appointed by the City Council and four being appointed by the City Manager. The board provides advice to the City Council and City staff on issues related to bicycling and walking, participates in planning and project development, evaluates policies, and plays an influential role in implementing Wichita's Bicycle Master Plan.

Authority Board - This board is similar to an advisory board, with the exception that the board maintains certain administrative powers as granted by the City Council.

The **Wichita Public Library Board of Directors** is composed of fourteen members who are appointed by the Mayor and City Council. The Library Board has authority to determine and adopt written policies to govern the operations of the Library, and assist in the preparation of the annual budget. The board does not have the authority to issue bonds and levy taxes.

Boards of Appeal - These boards are similar to advisory boards, with the exception that these boards have the authority to hear appeals of decisions made by City staff.

The Metropolitan Area Building and Construction Department (MABCD) is advised by four citizen boards. The **Board of Electrical Appeals** is comprised of seven members; two master electricians, two journeyman electricians, one electrical engineer, one elevator mechanic and one citizen at-large, each being appointed by the City Council and County Commission. The board reviews the electrical and elevator codes and recommends code adoptions and changes to the City Council and County Commission, hears appeals to MABCD interpretations of Electrical and Elevator Codes, reviews and approves/denies alternate electrical materials and methods of installation, and reviews and approves/ denies applications for electrical contractor licenses and conducts hearings to consider probation, suspension or revocation of such licenses. Appeals to the decisions made by the Board of Electrical Appeals can be made to the City Council in writing up to 20 days after issuance of the decision.

The **Mechanical Board** is comprised of seven members; one refrigeration contractor, one journeyman heating and air conditioning mechanic, one master contractor, one master air conditioning and warm air heating contractor, one journeyman boiler mechanic, one

mechanical engineer, and one citizen at-large, each being appointed by the City Council. The board reviews mechanical codes and recommends code adoptions and changes to the City Council and County Commission, hears appeals to MABCD interpretations of Mechanical Codes, reviews and approves/denies alternate mechanical materials and methods of installation, and reviews and approves/denies applications for mechanical contractor licenses and conducts hearings to consider probation, suspension or revocation of such licenses. Appeals to the decisions made by the Board of Appeals of Air Conditioning, Refrigeration and Warm Air Heating can be made to the City Council in writing up to 20 days after issuance of the decision.

The **Board of Appeals of Plumbers and Gas Fitters** is comprised of seven members; six members representing mechanical engineers, mechanical contractors, master plumbers, journeyman plumbers, master lawn sprinkler, master plumber contractor and one citizen at -large, each being appointed by the City Council and County Commission. The board reviews the plumbing/gas fitting, sewer and lawn irrigation codes and recommends code adoptions and changes to the City Council and County Commission, hears appeals to MABCD interpretations of the codes, reviews and approves/denies alternate plumbing/gas fitting and sewer materials and methods of installation, and reviews and approves/denies applications for plumbing, drain laying (sewer) and lawn irrigation contractor licenses and conducts hearings to consider probation, suspension or revocation of such licenses. Appeals to the decisions made by the Board of Appeals of Plumbers and Gas Fitters can be made to the City Council in writing up to 10 days after issuance of the decision.

The **Board of Code Standards and Appeals** is comprised of nine members; two architects, one structural engineer, three contractors, one real estate representative, and two citizens at-large, each being appointed by the City Council and County Commission. The board reviews the building codes and recommends code adoptions and changes to the City Council and County Commission, hears appeals to MABCD interpretations of the Building and Minimum Housing Codes, reviews and approves/denies alternate building materials and methods of installation, and reviews and approves/denies applications for building contractor licenses and conducts hearings to consider probation, suspension or revocation of such licenses, and advises the City Council in condemnation hearings of dangerous and unfit buildings. Appeals to the decisions made by the Board of Code Standards and Appeals can be made to the City Council by writing up to 10 days after issuance of the decision.

The **Alternative Correctional Housing Advisory Board** is comprised of seven members; one with expertise in community corrections, one with expertise in the court system, one with expertise in probation, one with expertise in law enforcement, one with expertise with parole and two members who are neighborhood representatives. The board advises the City Council on matters relative to alternate correctional housing, reviews and recommends proposed amendments to the alternate correctional housing ordinance and related City codes, conducts certain appeal hearings related to denial of Alternative Correctional Housing facility licenses and monitoring annual licensed facility audits and code enforcement actions.

The **City Board of Zoning Appeals** consists of seven members appointed by the City Council for four year terms. The **County Board of Zoning Appeals** consists of five members appointed by the Sedgwick County Board of Commissioners. Both appeals boards review requests for variances of specific requirements of the zoning code. Variances are deviations from a specific requirement of the zoning code, such as a side yard setback, building height and number of required parking spaces. Zoning Appeal Boards also hear appeals to the zoning administrator's interpretation of the zoning code. Appeals of the decisions made by both boards may be brought to the District Court.

Municipal Court Judges - Five Judges, appointed by the City Council, preside over cases presented to the Wichita Municipal Court. An Administrative Judge oversees the judicial staff including 25 judges pro-tempore. The Administrative Judge also works closely with the Municipal Court Administrator, who is appointed by the City Manager and serves as the Department Director for Municipal Court.

Special Committees and Commissions - Special committees are appointed by the Mayor usually for specific purposes and limited time frames. Often, selected City staff provide staff support to select committees. Several recent special committees are noted below.

The **Arkansas River Advisory Committee** provides a two-way communication linkage to the diverse elements within the community and river basin, serves as a liaison to their respective organizations or interest groups, assists in building a consensus for the various programs initiated to eliminate pollution in the river, assists in the review and implementation of the public education program, provides input into the development of the long-range river improvement plan, and looks at issues relating to building partnerships with the various stakeholders impacting the quality of the Arkansas River.

The **Wichita Water Utilities Advisory Committee** assists the Public Works and Utilities Department in its efforts to ensure a long-term water supply for the community. The committee's responsibilities include advising the City Manager and City staff and serving as a resource for the City Council on decisions regarding financial and water supply

matters for the Wichita region.

Other Groups related to City Departments

Friends of the Library is a volunteer non-profit organization which provides support and fundraising for Library materials, programs and services. The Friends also promote public support for use of the library and underwrite costs incurred by the Library Department in the management and recognition of volunteers.

Library Foundation was incorporated in 1987 as a not-for-profit public charity. Its mission is to enhance the Library's collections, to increase use and access to the Library collections through improved technology, and to promote literacy in the City of Wichita.

The **Wichita Genealogical Society** is a volunteer non-profit organization which facilitates the gathering of genealogical and family history information for researchers, and supports the Local History and Genealogy Department of the Wichita Public Library.

The **Arts Council** is a non-profit organization which promotes arts and culture in the Wichita community through advocacy, leadership, education and collaboration. The Arts Council acts as an advisory board to ensure the inclusion of cultural arts in neighborhood plans. The Arts Council was directed to develop an application form and process to award funding.

The **Cultural Funding Committee** is a committee created by the Arts Council comprised of eleven members, seven chosen by the City Council and four chosen by the Arts Council, who review applications submitted by non-profit organizations located within the city limits and make funding recommendations to the City Council. The Transportation Planning division of the Planning Department receives grant funding administered by the **Wichita Area Metropolitan Planning Organization (WAMPO).** Metropolitan Planning Organizations are federally required regional policy bodies in urban areas with populations greater than 50,000. The Wichita Area Metropolitan Planning Organization is responsible, in cooperation with the State of Kansas, for administering the metropolitan transportation planning process.

WAMPO is governed by a nine member **Transportation Policy Body** consisting of local elected officials, one representative of the Metropolitan Area Planning Commission, and one representative from the Kansas Department of Transportation. The Transportation Policy Body is responsible for approval of all WAMPO policies and work products. This includes approval of policies and work products of Transportation Planning division staff. Staff provides support for the **WAMPO Technical Advisory Committee** and **WAMPO Plan Advisory Committee**.

City Manager

Since 1918, the City of Wichita has followed the Council-Manager form of government. The Council appoints a City Manager to manage the City organization based on the Council's overall policy direction. Duties of the City Manager are outlined in KSA 12-1010 et seq. The City Manager is responsible for appointing all City staff, including Department directors, all of whom report to the City Manager.

Departments

The City of Wichita is organized into sixteen departments each with its own director. The Manager serves as the Department Director for the City Manager's Office. Each Department Director reports to the City Manager (usually through an Assistant City Manager) and is responsible for the performance and management of their respective department.

The Metropolitan Area Planning Department (MAPD) is a City-County department deriving funding and authority from both the Wichita City Council and the Sedgwick County Board of Commissioners. The Planning Director reports to the City Manager and the County Manager.

The Director of MABCD is a Sedgwick County employee which is funded half from the County and half from the City of Wichita. MABCD employees will report to the Director through an inter-local agreement with Sedgwick County.

Divisions

Most departments are divided into divisions. Division managers report to the Department Director and are responsible for specific outcomes within the Department's overall mission.

Guide to the Organizational Chart

1. Each department has an organizational chart, which gives an overview of the overall reporting structure. Some departments have multiple organizational charts in order to fully explain the different divisions within the department.
2. The Organizational Chart includes boxes for single supervisory positions, and divisions within the department. Division boxes include the number of positions and the full time equivalents within each division. Totals within parentheses denote the total number of non-locally funded positions. Solid lines between positions and divisions denote a supervisory relationship, while dotted lines denote an advisory relationship.
3. Division boxes include all positions within the division based on the 2014-2015 Adopted Budget. These positions are grouped by position title. Some supervisor positions, such as Department Directors, are located separately in the chart to demonstrate the reporting structure. Asterisks (*) are used to denote the division which includes the supervisor position.
4. Some positions receive funding through state and federal grants. Carets (^) are used to denote these non-locally funded positions.
5. Page numbers within the division boxes refer to the Personnel pages in the 2014-2015 Adopted Supplemental Budget, which contain the details for these positions. Page numbers within parenthesis "(See page #)" refer to the page within the Organizational Chart document which contains the detailed organizational chart for that division.

City-Wide Organizational Chart

Airport Department

Director of Airports*

Assistant Director**

Engineering
7 / 7 FTE
- 1 Airport Engineering and Planning Manager
- 1 Inspection Supervisor
- 1 Senior Environmental Scientist
- 1 Management Analyst
- 2 Engineering Technician II
- 1 Administrative Aide I

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Airport Administration
21 / 16.5 FTE
- 1 Director of Airports*
- 1 Assistant Director of Airports**
- 1 Air Service & Business Development Administrator
- 1 Senior Management Analyst
- 1 Senior Fiscal Analyst
- 1 Management Analyst
- 1 Information Systems Coordinator
- 4 Administrative Aide II
- 1 Secretary
- 8 Customer Clerk (.50 FTE)
- 1 Department Intern (.50 FTE)

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Airfield Maintenance
18 / 17.5 FTE
- 1 Airport Field Maintenance Superintendant
- 1 Airport Equip. Maintenance Supervisor
- 1 Airport Field Maint. Supervisor
- 1 General Supervisor II
- 2 Mechanic II
- 11 Equipment Operator II
- 1 Field Worker II (.50 FTE)

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Airport Public Safety
47 / 47 FTE
- 1 Chief Airport Public Safety
- 1 Administrative Assistant
- 4 Airport Police and Fire Supervisor
- 3 Asst. Airport Police and Fire Supervisor
- 24 Airport Police & Fire Officer II
- 2 Administrative Aide II
- 12 Airport Services Officer

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Operations
5 / 5 FTE
- 1 Airport Operations Superintendant
- 4 Airport Operations Officer

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Building Maintenance
18 / 18 FTE
- 1 Airport Building Maint. Superintendant
- 1 Asst. Airport Building Maint. Superintendant
- 1 Electrical Technician
- 1 Airport Building Maintenance Supervisor
- 6 Airport Building Maintenance Mechanic
- 1 Parts Clerk
- 6 Maintenance Mechanic
- 1 Maintenance Worker

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Custodial
18 / 18 FTE
- 2 Airport Custodial Supervisor
- 5 Custodial Worker II
- 11 Custodial Worker I

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Total Authorized Positions/Full Time Equivalent = 134 / 129 FTE

City Council

Mayor & City Council
7 / 7 FTE

1 Mayor
1 Vice-Mayor
5 Council Members

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City Council Staff
3 / 3 FTE

1 Executive Assistant to the Mayor and City Council
2 Administrative Secretary

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Total Authorized Positions/Full Time Equivalent = 10 / 10 FTE

City Manager's Office

City Manager*

Assistant City Manager**

Assistant City Manager**

Arts & Cultural Services Manager***

Convention Center
30 / 29.50 FTE

1 Technical Director
5 Event Coordinator
4 Support Supervisor
3 Labor Supervisor I
1 Customer Service Clerk II
4 Event Worker II
11 Event Worker I
1 Account Clerk I (.50 FTE)
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Arts & Cultural Administration
4 / 4 FTE

Administration
1 Program Manager***
1 Senior Fiscal Analyst
1 Communications Specialist
1 Fiscal Analyst
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Arts & Cultural Funding
43 / 41.25 FTE

City Arts
1 City Arts Manager
3 Museum Specialist I
2 Administrative Aide I

Cowtown
1 Museum Manager
1 Museum Specialist III
2 Museum Specialist II
2 Museum Specialist I
1 Customer Service Clerk II

MAAIC
1 Cultural Facility Supervisor
2 Museum Specialist I

Art Museum
1 Program Manager
2 Program Coordinator
1 Senior Librarian
1 Senior Accountant
1 Security Supervisor
1 Museum Specialist I
2 Administrative Assistant
2 Administrative Aide II
1 Preparator
1 Administrative Secretary
1 Customer Service Clerk II
1 Guard
6 Custodial Guard
3 Custodial Worker I

1 Account Clerk I (.50 FTE)
1 Custodial Guard (.50 FTE)
1 Clerk II (.25 FTE)
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Public Affairs
5 / 5 FTE

1 Division Manager
1 Program Coordinator
1 Senior Communications Specialist
1 Communication Specialist
1 Administrative Aide II
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Office of Community Engagement
7 / 7 FTE (6 FTE^)

1 Division Supervisor
3 Program Specialist^
3 Customer Service Clerk I^
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Center for Project Management
3 / 3 FTE

2 Program Coordinator
1 Management Analyst
Page 31

Office of Urban Development
4 / 4 FTE

1 Division Manager
1 Real Estate Administrator
1 Real Estate Analyst
1 Management Analyst
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City Manager's Office Administration
10 / 10 FTE

1 City Manager*
2 Assistant City Manager**
1 Senior Management Analyst
1 Division Supervisor
1 Executive Assistant
1 Deputy City Clerk
1 Administrative Aide II
2 Public Management Fellow
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^ Non-locally funded position

Total Authorized Positions/Full Time Equivalent = 106 / 103.75 FTE (6 FTE^)

Finance Department

Total Authorized Positions/Full Time Equivalent = 67 / 67 FTE

Fire Department

Total Authorized Positions/Full Time Equivalent = 446 / 446 FTE

Housing and Community Services Department

Director of Housing & Community Services*

Assistant Director of Housing & Community Services**

Wichita Sedgwick County Community Action Partnership
7 / 7 FTE (7 FTE^)

1 Program Coordinator^
1 Fiscal Specialist^
3 Employment Specialist^
1 Secretary^
1 Account Clerk I^

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Housing Programs
8 / 8 FTE (8 FTE^)

1 Housing Manager^
3 Rehabilitation Specialist II^
1 Administrative Aide II^
1 Rehabilitation Specialist I^
1 Customer Service Clerk II^
1 Secretary^

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Community Investments Division
7 / 7 FTE (5.8 FTE^)

1 Department Director*^
1 Assistant Department Director**^
1 Program Coordinator^
1 Program Specialist
2 Administrative Aide II^
1 Account Clerk III^

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Section 8 Program
22 / 22 FTE (22 FTE^)

1 Housing Manager^
1 Inspection Supervisor^
5 Senior Housing Specialist^
3 Administrative Aide III^
2 Administrative Aide II^
4 Neighborhood Inspector I^
1 Secretary^
3 Clerk II^
2 Clerk I^

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Public Housing
38 / 36.63 FTE (36.63 FTE^)

1 Housing Manager^
1 Senior Management Analyst^
1 Senior Housing Specialist^
2 General Maintenance Supervisor I^
1 Accountant^
1 Management Analyst
3 Administrative Aide III^
1 Field Supervisor^
2 Rehabilitation Specialist II^
1 Electrician II^
1 Heating & Air Conditioning Mechanic^
2 Account Clerk III^
3 Maintenance Mechanic^
1 Storekeeper^
1 Account Clerk II^
1 Customer Service Clerk II^
1 Secretary^
8 Maintenance Worker^
2 Clerk II^
1 Administrative Aide III (.75 FTE)^
3 Building Attendant (.63 FTE)^

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^ Non-locally funded position

Total Authorized Positions/Full Time Equivalent = 82 / 80.63 FTE (79.43 FTE^)

Human Resources Department

Director of Human Resources*

Human Resources
17 / 17 FTE

1 Department Director*
8 Senior Human Resource Specialist
1 Human Resource Specialist
1 Administrative Aide III
2 Administrative Aide II
2 Associate Accountant
1 Customer Service Clerk II
1 Clerk II

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Total Authorized Positions/Full Time Equivalent = 17 / 17 FTE

Information Technology Department

Chief Information Officer*

Administration
5 / 5 FTE
- 1 Department Director*
- 2 System Analyst III
- 1 Administrative Assistant
- 1 Secretary

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Application Development
7 / 7 FTE
- 2 Systems Analyst IV
- 3 Systems Analyst III
- 1 Systems Analyst II
- 1 Systems Analyst I

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Application Support
14 / 14 FTE
- 3 Systems Analyst IV
- 5 Systems Analyst III
- 6 Systems Analyst II

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GIS
7 / 7 FTE
- 1 Systems Analyst IV
- 3 Systems Analyst III
- 3 Systems Analyst II

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Help Desk
11 / 9.5 FTE
- 1 Systems Analyst IV
- 1 Systems Analyst III
- 5 Systems Analyst I
- 4 Dept. Intern (.63 FTE)

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Operations
11 / 11FTE
- 1 Senior Systems Analyst
- 3 Systems Analyst IV
- 6 Systems Analyst III
- 1 Systems Analyst II

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Telecommunications
1 / 1 FTE
- 1 Systems Analyst II

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Total Authorized Positions/Full Time Equivalent = 56 / 54.50 FTE

Law Department

Total Authorized Positions/Full Time Equivalent = 26 / 24.75 FTE

Library Department

Director of Libraries*

Collection Management Division
16 / 15 FTE
- 1 Library Manager
- 1 Senior Librarian
- 5 Librarian
- 5 Library Assistant IV
- 1 Library Assistant I
- 1 Clerk I
- 1 Library Assistant II (.50 FTE)
- 1 Library Assistant I (.50 FTE)

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Digital Services Division
3 / 3.00 FTE
- 1 Library Manager
- 1 Senior Librarian
- 1 Communication Specialist

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References Services Division
31 / 25.50 FTE
- 1 Library Manager
- 3 Senior Librarian
- 5 Librarian
- 2 Library Assistant V
- 2 Library Assistant III
- 3 Library Assistant II
- 3 Library Assistant I
- 1 Clerk I
- 1 Customer Service Clerk I (.50 FTE)
- 1 Library Assistant III (.50 FTE)
- 1 Library Assistant II (.50 FTE)
- 8 Clerk I (.50 FTE)

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Customer Services Division
80 / 55.80 FTE (2 FTE^)
(See Page 20)

Program & Outreach Division
7 / 6.50 FTE
- 1 Library Manager
- 1 Senior Librarian
- 1 Librarian
- 1 Library Assistant IV
- 1 Library Assistant II
- 1 Library Assistant I
- 1 Clerk I (.50 FTE)

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Support Services Division
11 / 10.5 FTE (0.50 FTE^)
- 1 Department Director*
- 1 Senior Management Analyst
- 1 Administrative Assistant
- 1 Administrative Aide II
- 1 Library Assistant V
- 1 Account Clerk II
- 1 Account Clerk I
- 1 Clerk III
- 1 Custodial Worker II
- 1 Equipment Operator I
- 1 Administrative Aide II (.50 FTE^)

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^ Non-locally funded position

Total Authorized Positions/Full Time Equivalent = 148 / 116.30 FTE (2.50 FTE^)

Library Customer Service Division

Library Manager*

Alford
10 / 7.50 FTE
- 1 Senior Librarian
- 1 Librarian
- 1 Library Assistant IV
- 2 Library Assistant II
- 5 Clerk I (.50 FTE)

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Linwood
4 / 2 FTE
- 4 Library Assistant I (.50 FTE)

Page 135

Evergreen
9 / 7 FTE
- 1 Senior Librarian
- 1 Librarian
- 1 Library Assistant V
- 2 Library Assistant II
- 2 Library Assistant II (.50 FTE)
- 2 Clerk I (.50 FTE)

Page 135

Angelou Northeast
4 / 2 FTE
- 4 Library Assistant I (.50 FTE)

Page 135

Circulation Section
20 / 15.50 FTE (1.0 FTE^)
- 1 Library Manager*
- 1 Senior Librarian^
- 2 Library Assistant IV
- 3 Library Assistant III
- 1 Library Assistant II
- 1 Library Assistant I
- 2 Clerk I
- 1 Library Assistant II (.50 FTE)
- 8 Clerk I (.50 FTE)

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^ Non-locally funded position

Rockwell
12 / 8.50 FTE
- 1 Senior Librarian
- 1 Librarian
- 1 Library Assistant IV
- 2 Library Assistant II
- 7 Clerk I (.50 FTE)

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Comotara
4 / 2 FTE
- 4 Library Assistant I (.50 FTE)

Page 135

Westlink
15 / 10.30 FTE (1.0 FTE^)
- 1 Senior Librarian
- 1 Librarian
- 1 Library Assistant IV
- 1 Library Assistant III
- 1 Library Assistant II
- 1 Clerk I^
- 1 Library Assistant II (.50 FTE)
- 2 Library Assistant I (.50 FTE)
- 5 Clerk I (.50 FTE)
- 1 Clerk I (.30 FTE)

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Orchard
2 / 1 FTE
- 2 Library Assistant I (.50 FTE)

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Total Authorized Positions/Full Time Equivalent = 80 / 55.80 FTE (2 FTE^)

Metropolitan Area Building and Construction Department

Director of Building and Construction+

Neigborhood Inspections
22 / 21.6 FTE

1 Inspection Administrator
2 Inspection Supervisor
15 Combination Neighborhood Inspector
1 Administrative Aide I
1 Secretary
1 Customer Service Clerk II
1 Environmental Inspector (.60 FTE)

Pages 149, 151

Zoning Enforcement
4 / 4 FTE

1 Inspection Supervisor
3 Combination Neighborhood Inspector

Page 147

Building Safety and Construction Enforcement
32 / 32 FTE

1 Senior Plans Examiner
3 Inspection Administrator
1 Division Supervisor
4 Plans Examiner
6 Combination Inspector
5 Elec. & Elevator Insp. III
4 Plumbing & Mech. Insp. III
2 Sr. Building Permit Examiner
1 Administrative Secretary
1 Account Clerk II
4 Customer Service Clerk II

Page 145

Total Authorized Positions/Full Time Equivalent = 58 / 57.6 FTE

+Director of Building and Construction employed by Sedgwick County through a shared services agreement.

Metropolitan Area Planning Department

^ Non-locally funded position

Total Authorized Positions/Full Time Equivalent = 25 / 24.25 FTE (7.85 FTE^)

+*Director of Planning reports to Wichita City Manager and Sedgwick County Manager.*

Municipal Court

Total Authorized Positions/Full Time Equivalent = 116 / 89.5 FTE
(*Total Authorized Position count includes 5 Municipal Court Judges and 25 Judges Pro-Tempore (.10 FTE) who are appointed by the City Council***)**

Park and Recreation Department

Director of Park and Recreation*

Golf Courses
33 / 33 FTE

1 Division Manager
5 Golf Professional
5 General Maintenance Supervisor I
1 Section Supervisor
5 Assistant Golf Professional
5 Assistant Golf Course Maintenance Supervisor
1 Account Clerk II
10 Greenskeeper

Page 193

Administration
6 / 6 FTE

1 Department Director*
1 Senior Planner
1 Accountant
1 Associate Accountant
1 Account Clerk I
1 Clerk II

Page 181

Botanica
4 / 4 FTE

1 Botanica Manager
1 General Maintenance Supervisor I
1 Gardener II
1 Gardener I

Page 183

Park Maintenance and Forestry
94 / 94 FTE

1 Division Manager
1 Principal Planner
2 General Maintenance Supervisor II
1 General Maintenance Supervisor I
1 Engineering Technician
3 General Supervisor II
1 Administrative Aide II
1 Irrigation System Supervisor
2 Tree Maintenance Inspector
4 Tree Maintenance Supervisor
1 Machinist Mechanic
2 Gardening Supervisor II
7 Grounds Maintenance Supervisor
1 Labor Supervisor I
1 Maintenance Mechanic
10 Tree Maintenance Worker II
9 Equipment Operator II
3 Gardening Supervisor I
1 Secretary
6 Tree Maintenance Worker I
10 Gardener II
11 Equipment Operator I
6 Gardener I
5 Maintenance Worker
2 Laborer
2 Tree Maintenance Aide

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Recreational Programming
21 / 21 FTE

1 Division Manager
6 Recreation Supervisor
1 Tennis Professional
1 Program Specialist
5 Assistant Recreation Supervisor
1 Administrative Aide II
1 Secretary
1 Event Worker II

Wichita Wild
1 Division Supervisor
2 Program Specialist
1 Animal Display Attendant

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Total Authorized Positions/Full Time Equivalent = 158 / 158 FTE

Police Department

Total Authorized Positions/Full Time Equivalent = 840 / 838 FTE (3 FTE^)

Police Field Services Division

^ Non-locally funded position

Total Authorized Positions/Full Time Equivalent = 514 / 514 FTE (1 FTE^)

Police Investigations Division

Deputy Police Chief

Special Investigations
28 / 28 FTE

1 Police Captain
2 Police Lieutenant
1 Police Sergeant
21 Police Detective
1 Secretary
2 Clerk II

Page 215

Air Patrol
3 / 3 FTE

1 Police Lieutenant
1 Police Officer
1 Helicopter Mechanic

Page 231

Property Crime Investigations
42 / 42 FTE

1 Police Captain
4 Police Lieutenant
1 Police Sergeant
32 Police Detective
1 Service Officer II
3 Clerk II

Page 213

Technical Services
24 / 24 FTE

1 Section Supervisor
1 Forensic Examiner
1 Police Sergeant
1 Police Detective
11 Crime Scene Investigator
1 Crime Scene Supervisor
1 Electronics Technician II
1 Property Clerk
4 Service Officer I
1 Photographer
1 Clerk III

Page 217

Persons Crime Investigations
62 / 62 FTE (2 FTE^)

1 Police Captain
1 Program Specialist - VOCA^
4 Police Lieutenant
2 Police Sergeant
44 Police Detective
1 Police Detective - ICAC Program^
7 Police Officer
2 Clerk II

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^ Non-locally funded position

Total Authorized Positions/Full Time Equivalent = 159 / 159 FTE (2 FTE^)

Police Support Services Division

Deputy Police Chief

Police Captain*

Police Training
14 / 14 FTE

1 Police Captain*
2 Police Lieutenant
2 Police Sergeant
2 Police Detective
1 Police Officer
2 Service Officer II
1 Senior Storekeeper
1 Secretary
1 Maintenance Worker
1 Clerk II

Page 223

Police Captain**

Police Records
71 / 71 FTE

1 Police Captain**
1 Program Specialist
6 Section Supervisor
2 Service Officer II
10 SPIDER Dispatcher
4 Administrative Aide I
3 Service Officer I
23 Customer Service Clerk II
1 Clerk III
14 Customer Service Clerk I
6 Clerk II

Page 225

Police Captain***

Administrative Services
16 / 16 FTE

1 Police Captain***
1 Senior Fiscal Analyst
1 Section Supervisor
1 Administrative Assistant
1 Planning Analyst
1 Police Lieutenant
3 Police Officer
1 Associate Accountant
2 Account Clerk III
3 Administrative Aide I
1 Customer Service Clerk II

Page 219

Animal Control Services
26 / 25 FTE

1 Police Lieutenant

Field Services
1 Animal Control Supervisor
6 Animal Control Officer II
1 Radio Dispatcher
10 Animal Control Officer I

Shelter Services
1 Animal Shelter Supervisor
2 Animal Control Officer II
2 Animal Control Officer I
2 Animal Control Officer I (.50 FTE)

Page 221

Warrant Office
5 / 4 FTE

2 Warrant Officer
1 Customer Service Clerk I
2 Clerk II (.50 FTE)

Page 227

Security Services
21 / 21 FTE

1 Police Lieutentant
1 Poilice Sergeant
1 Service Officer II
12 Security Officer
6 Security Screener

Page 233

Total Authorized Positions/Full Time Equivalent = 153 / 151 FTE

Public Works and Utilities Department

Director of Public Works & Utilities*

Assistant PW&U Director Maintenance**

Public Works & Utilities Maintenance
501 / 490.5 FTE
(See page 30)

City Engineer

Public Works & Utilities Engineering
99 / 94.50 FTE
(See page 31)

Assistant PW&U Director Environmental**

Public Works & Utilities Environmental
217 / 215 FTE (10 FTE^)
(See page 32)

^ Non-locally funded position

PW&U Strategic Services
9 / 9 FTE

1 Department Director*
2 Assistant Department Director**
1 Administration Manager
1 Senior Management Analyst
2 Administrative Aide II
1 Administrative Secretary
1 Administrative Aide I
Page 253

Utility Operations
20 / 20 FTE

1 Utility Operations Administrator
1 Senior Fiscal Analyst
1 Information Systems Coordinator
2 Administrative Aide II
1 Associate Accountant
2 Account Clerk III
1 Account Clerk II
6 Customer Service Clerk II
1 Account Clerk I
4 Customer Service Clerk I
Page 295

City Call Center
18 / 16 FTE

1 Division Supervisor
3 Customer Service Clerk II
10 Customer Service Clerk I
4 Customer Service Clerk I (.50 FTE)
Page 293

Total Authorized Positions/Full Time Equivalent = 864 / 845 FTE (10 FTE^)

Public Works and Utilities Maintenance

Assistant PW&U Director Maintenance

Division Manager*

Pavement Maintenance
96 / 96 FTE
1 Division Manager*
1 Senior Engineer
1 General Maintenance Supervisor II
1 Associate Engineer
2 General Maintenance Supervisor I
2 Administrative Aide III
1 Engineering Technician II
7 General Supervisor II
3 Engineering Aide III
1 Maintenance Mechanic
13 Equipment Operator III
22 Equipment Operator II
36 Equipment Operator I
5 Laborer
Page 249

Signs and Signals
25 / 25 FTE
1 General Maintenance Supervisor II
1 General Maintenance Supervisor I
1 Electronics Technician III
1 Signal Technician
6 Signal Electrician
1 General Supervisor II
1 Engineering Aide III
1 Sign Painter
1 Equipment Operator III
4 Traffic Signal Mechanic
2 Equipment Operator I
5 Maintenance Worker
Page 247

Pavement Cleaning
24 / 24 FTE
1 General Supervisor II
2 General Supervisor I
10 Equipment Operator III
5 Equipment Operator II
4 Equipment Operator I
2 Laborer
Page 251

Division Manager**

Building Maintenance
101 / 96 FTE
1 Program Manager
1 General Maintenance Supervisor II
1 Program Coordinater (Energy)
1 Special Projects Coordinator
2 Engineer
2 General Maintenance Supervisor I
2 Electrical Technician
2 Electronics Technician III
2 Maintenance Technician
1 Rehabilitation Specialist II
6 General Supervisor II
1 Administeative Aide II
5 Electrician II
5 Heating & Air Cond. Mechanic
4 Plumber
3 Custodial Supervisor
16 Maintenance Mechanic
1 Radio Dispatcher
1 Account Clerk II
6 Maintenance Specialist
5 Custodial Worker II
7 Maintenance Worker
16 Custodial Worker I
8 Building Attendant (.50 FTE)
2 Equipment Operator I (.50 FTE)
Page 241

Fleet Maintenance Division
57 / 57 FTE
1 Division Manager**
1 General Maintenance Supervisor II
1 Division Supervisor
1 Senior Fiscal Analyst
1 General Maintenance Supervisor I
1 Maintenance Technician
4 Mechanic Supervisor
1 Body Shop Mechanic II
12 Mechanic III
2 Body Shop Mechanic I
19 Mechanic II
2 Account Clerk II
4 Senior Storekeeper
3 Mechanic I
4 Service Attendant
Page 303

Sewer Maintenance
86 / 86 FTE
1 Division Manager
1 General Maintenance Supervisor II
5 General Supervisor II
1 Administrative Aide II
12 Sewer Line Technician
1 Maintenance Mechanic
20 Equipment Operator III
5 Equipment Operator II
30 Equipment Operator I
10 Laborer
Page 279

Water Distribution
112 / 106.5 FTE
1 Division Manager
3 General Maintenance Supervisor II
1 Division Supervisor
5 General Supervisor II
6 General Supervisor I
1 Account Clerk III
3 Maintenance Mechanic
3 Radio Dispatcher
1 Senior Storekeeper
1 Administrative Aide I
1 Engineering Aide II
8 Equipment Operator III
7 Special Water Service Rep.
13 Water Utility Worker
1 Customer Service Clerk II
7 Equipment Operator II
1 Maintenance Specialist
12 Water Utility Worker
1 Customer Service Clerk I
8 Equipment Operator I
7 Laborer
20 Water Meter Reader (.75 FTE)
1 Customer Service Clerk I (.50 FTE)
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Total Authorized Positions/Full Time Equivalent = 501 / 490.5 FTE

Public Works and Utilities Engineering

City Engineer*

Administration & Support
9 / 9 FTE

1 Division Supervisor
1 Management Analyst
2 Administrative Assistant
2 Administrative Aide II
1 Account Clerk III
1 Administrative Aide I
1 Customer Service Clerk II

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General Fund Group
18 / 13.5 FTE

1 City Engineer*
1 Division Manager
(Assistant City Engineer)
1 Section Engineer
2 Engineer
1 Engineering Technician II
1 Street Inspector Supervisor
4 Street Inspector
1 Senior Traffic Investigator
6 Cooperative Education Student
(.25 FTE)

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Project Group
61 / 61 FTE

1 Division Manager
(Construction Manager)
1 Section Engineer
3 Senior Engineer
2 Special Projects Engineer
3 Civil Engineer
5 Engineer
1 Right-of-Way & Utility Coord.
7 Engineering Technician II
5 Engineering Technician I
13 Engineering Aide III
16 Engineering Aide II
4 Engineering Aide I

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Water Systems Planning
11 / 11 FTE

1 Section Engineer
1 Engineer
2 Engineering Technician II
1 Engineering Technician I
6 Enigineering Aide III

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Total Authorized Positions/Full Time Equivalent = 99 / 94.50 FTE

Public Works and Utilities Environmental

Assistant PW&U Director Environmental

Division Manager*

Stormwater Utility
39 / 39 FTE

1 Division Manager*
1 Civil Engineer
2 Environmental Services Specialist
1 Engineering Technician II
1 Engineering Technician I
3 General Supervisor II
2 Administrative Aide II
1 Engineering Aide III
1 General Supervisor I
1 Sewer Line Technician
12 Equipment Operator III
2 Equipment Operator II
7 Equipment Operator I
4 Laborer

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W.V.C.F.C.P "Big Ditch"
18 / 18 FTE

1 General Maintenance Supervisor II
2 General Supervisor II
1 Engineering Aide III
7 Equipment Operator III
7 Equipment Operator I

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Sewage Treatment
66 / 65 FTE

1 Division Manager
1 Environmental Sciences Administrator
4 General Maintenance Supervisor I
3 Environmental Scientist
1 Environmental Services Specialist
2 Electrical Technician
2 Electronics Technician III
2 General Supervisor II
1 Electrician II
12 Plant Operator
1 Account Clerk III
1 Electrician I
10 Maintenance Mechanic
1 Senior Storekeeper
1 Administrative Aide I
2 Equipment Operator III
2 Laboratory Technician
1 Account Clerk II
6 Equipment Operator II
1 Custodial Worker II
5 Maintenance Worker
4 Laborer
2 Laboratory Technician (.50 FTE)

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Water Production
56 / 56 FTE

1 Division Manager
1 Environmental Sciences Administrator
4 General Maintenance Supervisor I
5 Environmental Scientist
2 Electronics Technician III
3 Electronics Technician II
2 General Supervisor II
2 Electrician II
10 Plant Operator
1 Account Clerk III
2 Electrician I
11 Maintenance Mechanic
1 Administrative Aide I
3 Laboratory Technician
1 Storekeeper
1 Maintenance Specialist
1 Custodial Worker II
4 Maintenance Worker
1 Custodial Worker I

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^ Non-locally funded position

Division Manager**

Environmental Health
35 / 34 FTE (10 FTE^)

1 Division Manager**
1 Principal Planner
1 Env. Services Program Supervisor^
1 Geologist
2 Division Supervisor
3 Env. Quality Specialist^
3 Env. Services Specialist
1 Community Health Nurse II^
1 Administrative Assistant
2 Child Development Specialist^
1 Community Health Nurse I
2 Community Health Nurse I^
10 Public Health Sanitarian I
1 Administrative Aide II
1 Administrative Aide I
2 Customer Service Clerk II
1 Community Health Nurse I (.50 FTE)^
1 Clerk II (.50 FTE)^

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Landfill Post Closure Maintenance
3 / 3 FTE

1 Env. Remediation Administrator
1 Engineering Technician II
1 Engineering Aide III

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Total Authorized Positions/Full Time Equivalent = 217 / 215 FTE (10 FTE^)

Total Authorized Positions/Full Time Equivalent = 138 / 137.70 FTE (118.1 FTE^)

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT / SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Airport									
Airport Operations	0	126	0	0	128	0	0	134	0
Total Authorized Positions	**0**	**126**	**0**	**0**	**128**	**0**	**0**	**134**	**0**
Total Full Time Positions	*0*	*118*	*0*	*0*	*118*	*0*	*0*	*124*	*0*
Total Full Time Equivalents	*0*	*122.00*	*0*	*0*	*123.00*	*0*	*0*	*129.00*	*0*
City Council									
City Council Office	10	0	0	10	0	0	10	0	0
Total Authorized Positions	**10**	**0**	**0**	**10**	**0**	**0**	**10**	**0**	**0**
Total Full Time Positions	*10*	*0*	*0*	*10*	*0*	*0*	*10*	*0*	*0*
Total Full Time Equivalents	*10.00*	*0.00*	*0.00*	*10.00*	*0.00*	*0.00*	*10.00*	*0.00*	*0.00*
City Manager									
City Manager's Office Administration	12	0	0	10	0	0	10	0	0
Public Affairs	7	0	0	5	0	0	5	0	0
Center for Project Management	3	0	0	3	0	0	3	0	0
Office of Community Engagement	0	0	8	1	0	8	1	0	6
Convention Center	29	0	0	30	0	0	30	0	0
Arts & Cultural Administration	5	0	0	4	0	0	4	0	0
Arts & Cultural Programming	43	0	0	43	0	0	43	0	0
Office of Urban Development	0	4	0	0	4	0	0	4	0
Total Authorized Positions	**99**	**4**	**8**	**96**	**4**	**8**	**96**	**4**	**6**
Total Full Time Positions	*95*	*4*	*8*	*92*	*4*	*8*	*92*	*4*	*6*
Total Full Time Equivalents	*96.75*	*4*	*8*	*93.75*	*4*	*8*	*93.75*	*4*	*6*

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT / SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Finance									
Director's Office	10	0	0	10	0	0	10	0	0
Controller's Office	13	0	0	13	0	0	13	0	0
Purchasing	12	0	0	12	0	0	12	0	0
Treasury	16	0	0	15	0	0	15	0	0
Debt Management	6	0	0	6	0	0	6	0	0
Workers' Compensation	0	2	0	0	2	0	0	2	0
Risk Management	0	1	0	0	1	0	0	1	0
Safety Office	0	2	0	0	2	0	0	2	0
Pension Management	0	6	0	0	6	0	0	6	0
Total Authorized Positions	**57**	**11**	**0**	**56**	**11**	**0**	**56**	**11**	**0**
Total Full Time Positions	*57*	*11*	*0*	*56*	*11*	*0*	*56*	*11*	*0*
Total Full Time Equivalents	*57.00*	*11.00*	*0.00*	*56.00*	*11.00*	*0.00*	*56.00*	*11.00*	*0.00*
Fire									
Fire Operations	414	0	0	408	0	0	408	0	0
Fire Support Services	39	0	0	38	0	0	38	0	0
Total Authorized Positions	**453**	**0**	**0**	**446**	**0**	**0**	**446**	**0**	**0**
Total Full Time Positions	*453*	*0*	*0*	*446*	*0*	*0*	*446*	*0*	*0*
Total Full Time Equivalents	*453.00*	*0.00*	*0.00*	*446.00*	*0.00*	*0.00*	*446.00*	*0.00*	*0.00*

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT / SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Housing & Community Services									
Public Housing	0	0	38	0	0	38	0	0	38
Section 8	0	0	22	0	0	22	0	0	22
Community Investments Division	0	0	6	0	0	6	0	0	6
Housing and Community Services Adm	0	0	0	1	0	0	1	0	0
Housing Programs	0	0	3	0	0	8	0	0	8
Neighborhood Improvement Services	0	0	5	0	0	0	0	0	0
Wichita/Sedgwick County Community Action Partnership	0	0	14	0	0	7	0	0	7
Total Authorized Positions	**0**	**0**	**88**	**1**	**0**	**81**	**1**	**0**	**81**
Total Full Time Positions	*0*	*0*	*84*	*1*	*0*	*77*	*1*	*0*	*77*
Total Full Time Equivalents	*0.00*	*0.00*	*86.63*	*1.00*	*0.00*	*79.63*	*1.00*	*0.00*	*79.63*
Human Resources									
Human Resources	17	0	0	17	0	0	17	0	0
Total Authorized Positions	**17**	**0**	**0**	**17**	**0**	**0**	**17**	**0**	**0**
Total Full Time Positions	*17*	*0*	*0*	*17*	*0*	*0*	*17*	*0*	*0*
Total Full Time Equivalents	*17.00*	*0.00*	*0.00*	*17.00*	*0.00*	*0.00*	*17.00*	*0.00*	*0.00*
IT/IS									
Information Technology	0	56	0	0	56	0	0	56	0
Total Authorized Positions	**0**	**56**	**0**	**0**	**56**	**0**	**0**	**56**	**0**
Total Full Time Positions	*0*	*52*	*0*	*0*	*52*	*0*	*0*	*52*	*0*
Total Full Time Equivalents	*0*	*54.50*	*0*	*0*	*54.50*	*0*	*0*	*54.50*	*0*

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT / SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Law									
Prosecution & Diversion Services	11	0	0	11	0	0	11	0	0
Civil / Litigation Services	15	0	0	15	0	0	15	0	0
Total Authorized Positions	**26**	**0**	**0**	**26**	**0**	**0**	**26**	**0**	**0**
Total Full Time Positions	*24*	*0*	*0*	*24*	*0*	*0*	*24*	*0*	*0*
Total Full Time Equivalents	*24.75*	*0*	*0*	*24.75*	*0*	*0*	*24.75*	*0*	*0*
Library									
Library Operations	146	0	3	145	0	3	144	0	3
Total Authorized Positions	**146**	**0**	**3**	**145**	**0**	**3**	**144**	**0**	**3**
Total Full Time Positions	*84*	*0*	*2*	*83*	*0*	*2*	*83*	*0*	*2*
Total Full Time Equivalents	*114.80*	*0.00*	*2.50*	*113.80*	*0.00*	*2.50*	*113.30*	*0.00*	*2.50*
Metropolitan Area Building & Construction									
Building Safety & Construction Enf.	0	34	0	0	33	0	0	32	0
Zoning Enforcement	0	4	0	0	4	0	0	4	0
Neighborhood Inspections	10	15	0	8	14	0	8	14	0
Total Authorized Positions	**10**	**53**	**0**	**8**	**51**	**0**	**8**	**50**	**0**
Total Full Time Positions	*7*	*53*	*0*	*7*	*51*	*0*	*7*	*50*	*0*
Total Full Time Equivalents	*8.80*	*53.00*	*0.00*	*7.60*	*51.00*	*0.00*	*7.60*	*50.00*	*0.00*
Metropolitan Planning									
Metropolitan Planning	0	21	0	0	18	0	0	18	0
WAMPO	0	0	7	0	0	7	0	0	7
Total Authorized Positions	**0**	**21**	**7**	**0**	**18**	**7**	**0**	**18**	**7**
Total Full Time Positions	*0*	*20*	*7*	*0*	*17*	*7*	*0*	*17*	*7*
Total Full Time Equivalents	*0.00*	*20.25*	*7.00*	*0.00*	*17.25*	*7.00*	*0.00*	*17.25*	*7.00*

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT / SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Municipal Court									
Case Management and Adjudication	87	0	0	87	0	0	87	0	0
Probation Monitoring and Supervision	27	0	3	27	0	0	27	0	0
Weekend Intervention Program	2	0	0	2	0	0	2	0	0
Total Authorized Positions	**116**	**0**	**3**	**116**	**0**	**0**	**116**	**0**	**0**
Total Full Time Positions	*81*	*0*	*3*	*81*	*0*	*0*	*81*	*0*	*0*
Total Full Time Equivalents	*89.50*	*0.00*	*3.00*	*89.50*	*0.00*	*0.00*	*89.50*	*0.00*	*0.00*
Park & Recreation									
Park and Recreation Administration	7	0	0	6	0	0	6	0	0
Botanica	4	0	0	4	0	0	4	0	0
Park Maintenance and Forestry	94	0	0	94	0	0	94	0	0
Recreational Programming	20	0	0	20	0	0	21	0	0
Golf	0	33	0	0	33	0	0	33	0
Total Authorized Positions	**125**	**33**	**0**	**124**	**33**	**0**	**125**	**33**	**0**
Total Full Time Positions	*125*	*33*	*0*	*124*	*33*	*0*	*125*	*33*	*0*
Total Full Time Equivalents	*125.00*	*33.00*	*0.00*	*124.00*	*33.00*	*0.00*	*125.00*	*33.00*	*0.00*

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Police									
Police Administration	8	0	0	8	0	0	8	0	0
Police Professional Standards	5	0	0	6	0	0	6	0	0
School Services	7	0	0	7	0	0	7	0	0
Beat Patrol	499	0	9	498	0	9	506	0	1
Persons Crime Investigations	57	0	2	60	0	2	60	0	2
Property Crime Investigations	42	0	0	42	0	0	42	0	0
Special Investigations	28	0	0	28	0	0	28	0	0
Technical Services	23	0	0	24	0	0	24	0	0
Police Administrative Services	16	0	0	16	0	0	16	0	0
Animal Control Services	25	0	0	26	0	0	26	0	0
Police Training	14	0	0	14	0	0	14	0	0
Police Records	71	0	0	71	0	0	71	0	0
Warrant Office	5	0	0	5	0	0	5	0	0
Special Operations	9	0	0	0	0	0	0	0	0
Air Patrol	3	0	0	3	0	0	3	0	0
Security Services	20	0	0	21	0	0	21	0	0
Total Authorized Positions	**832**	**0**	**11**	**829**	**0**	**11**	**837**	**0**	**3**
Total Full Time Positions	*828*	*0*	*11*	*825*	*0*	*11*	*833*	*0*	*3*
Total Full Time Equivalents	*830.00*	*0.00*	*11.00*	*827.00*	*0.00*	*3.00*	*835.00*	*0.00*	*3.00*

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT / SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Public Works & Utilities									
Building Maintenance	95	0	0	101	0	0	101	0	0
Engineering	93	0	0	88	0	0	88	0	0
Signs & Signals	25	0	0	25	0	0	25	0	0
Pavement Maintenance	96	0	0	96	0	0	96	0	0
Pavement Cleaning	24	0	0	24	0	0	24	0	0
PW&U Strategic Services	9	0	0	9	0	0	9	0	0
Environmental Health	25	0	11	24	0	11	24	0	11
Landfill Post Closure Maintenance	0	3	0	0	3	0	0	3	0
Wichita / Valley Center Floodway	0	18	0	0	18	0	0	18	0
Sewer Maintenance	0	87	0	0	86	0	0	86	0
Sewage Treatment	0	67	0	0	66	0	0	66	0
Water Systems Planning	0	11	0	0	11	0	0	11	0
Water Production	0	56	0	0	56	0	0	56	0
Water Distribution	0	114	0	0	112	0	0	112	0
Utility Operations	0	20	0	0	20	0	0	20	0
City Call Center	0	13	0	0	18	0	0	18	0
Stormwater Utility	0	38	0	0	39	0	0	39	0
Fleet Maintenance	0	55	0	0	57	0	0	57	0
Total	**367**	**482**	**11**	**367**	**486**	**11**	**367**	**486**	**11**
Total Full Time Positions	*353*	*452*	*9*	*351*	*459*	*9*	*351*	*459*	*9*
Total Full Time Equivalents	*358.50*	*472.25*	*10.00*	*357.50*	*477.50*	*10.00*	*357.50*	*477.50*	*10.00*

POSITION SUMMARY

COMPARISON OF AUTHORIZED POSITIONS, FULL TIME POSITIONS AND FULL TIME EQUIVALENTS (FTE)

DEPARTMENT / SERVICE TITLE	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Transit									
Transit Administration	0	13	0	0	11	0	0	11	0
Transit Operations	0	68	0	0	74	0	0	74	0
Special Services	0	31	0	0	30	0	0	30	0
Transit Maintenance	0	23	0	0	23	0	0	23	0
Total	**0**	**135**	**0**	**0**	**138**	**0**	**0**	**138**	**0**
Total Full Time Positions	*0*	*133*	*0*	*0*	*137*	*0*	*0*	*137*	*0*
Total Full Time Equivalents	*0.00*	*134.80*	*0.00*	*0.00*	*137.70*	*0.00*	*0.00*	*137.70*	*0.00*

ALL DEPARTMENTS	2012 ACTUAL			2013 REVISED			2014 ADOPTED		
	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND	GENERAL FUND	OTHER FUND	GRANT FUND
Total Authorized Positions	**2,258**	**921**	**131**	**2,241**	**925**	**121**	**2,249**	**930**	**111**
Total Full Time Positions	*2,134*	*876*	*124*	*2,117*	*882*	*114*	*2,126*	*887*	*104*
Total Full Time Equivalents	*2,185.10*	*904.80*	*128.13*	*2,167.90*	*908.95*	*110.13*	*2,176.40*	*913.95*	*108.13*

	ALL FUNDS	ALL FUNDS	ALL FUNDS
Total Authorized Positions	**3,310**	**3,287**	**3,290**
Total Full Time Positions	*3,134*	*3,113*	*3,117*
Total Full Time Equivalents	*3,218.03*	*3,186.98*	*3,198.48*

—A—

Adopted Budget. A financial plan presented, reviewed and approved by the governing body for the upcoming or current fiscal year.

Advisory Board. These boards are comprised of members appointed by the City Council, and in some cases by other entities. Their role is to provide oversight and input to the City Council.

Annual Budget. A financial plan that consists of policy and funding priorities, as well as a presentation of the economic outlook for a given fiscal year.

Authority Board. This board is similar to an advisory board, with the exception that the board maintains certain administrative powers as granted by the City Council.

Authorized Positions. Employee positions, which are authorized in the adopted budget, to be filled during the year.

—B—

Boards of Appeal. Similar to advisory boards, with the exception that these boards have the authority to hear appeals of decisions made by City Staff.

—C—

Capital Improvement Program (CIP). A ten-year expenditure plan financing new infrastructure and facilities, or improvements to the existing infrastructure and facilities. Set forth in the CIP is the name of each project, the expected beginning and ending date, the amount to be expended in each year and the proposed method of financing the projects.

City Council. The legislative (governing) body of the City.

City Manager. An official appointed and employed by an elected council to direct the administration of a city government on a day-to-day basis.

Council-Manager Government. A system of local government that combines political leadership of elected officials in the form of a governing body with day-to-day management by a City Manager.

Council Member. Elected official who represents the interests of the citizens of a specified district within the City. A Council Member serves a four-year term, and cannot serve more than two consecutive terms.

—D—

DAB. *District Advisory Board.* DABs provide input to the City Council on matters of public policy, citizen involvement, and problems or issues specific to the district served.

Department. The basic unit of service responsibility, encompassing a broad mission of related activities

Division. A sub-unit of a department that encompasses a substantial portion of the duties assigned to a department. May consist of several sections, which in turn may consist of clearly defined activities.

—F—

FTE. *Full-Time Equivalent*. A measure of the total quantity of all employees. The FTE converts all employee work activity into a number equivalent to work activity hours performed by full-time employees. This serves as a standard measure among departments. A standard 40-hour per week full-time employee is equivalent to 1 FTE. (e.g., If a seasonal employee is calculated at 25%, the FTE is calculated at 0.25).

—G—

GIS. *Geographic Information Services*. A computer-based mapping tool used for creating powerful maps that help City decision-makers visualize scenarios, ask complicated questions, solve problems, and develop workable solutions.

Governing Body. Consists of one Mayor and six Council Members, each representing one of six districts within the City.

—I—

ICAC. *Internet Crimes Against Children.* A task-force of multi-jurisdictional partners dedicated to prevent internet crimes against children by inspecting and prosecuting distributors of child pornography and sexual predators who solicit minors on the internet.

—K—

Kansas Statutes Annotated (KSA). All laws enacted by the Legislature. These Statutes are published by the Kansas Revisor of Statutes after the closing of the regular session.

—M—

MAAIC. *Mid America All Indian Center.* Serves as a cultural center and museum dedicated to educating people about and preserving the heritage of the American Indian.

Mayor. Elected official who presides over business that is brought before the City Council.

MAPC. *Metropolitan Area Planning Commission.* Holds public hearings and makes recommendations to the Wichita City Council and the Sedgwick County Board of Commissioners concerning zoning, subdivision applications and other development related issues. MAPC also aides in developing and maintaining the Comprehensive Plan for Wichita and Sedgwick County.

—R—

REAP. *Regional Economic Area Partnership.* Comprised of thirty-seven city and county governments in nine counties of South Central Kansas, which include Butler, Cowley, Harper, Harvey, Kingman, McPherson, Reno, Sedgwick and Sumner counties. These jurisdictions have voluntarily joined together for two primary purposes: increase economic development in the region, and enhance the regional economy.

—S—

Service. A specific deliverable provided to the public. It has a specific budget, as well as performance measures to determine the benefits received.

SPIDER. *Special Police Information Data Entry and Retrieval.* The mission of the S.P.I.D.E.R. unit is to collect and disseminate information, by various means of communications, to law enforcement agencies of the area and nation, and to others authorized to receive such information.

SSMID. *Self Supporting Municipal Improvement District.* A benefit assessment district created to improve and convey special benefits to properties located within the central business district of Wichita.

—V—

VOCA. *Victims of Crime Act.* Federal funding which supports the Wichita Police Department Victim Assistance Unit. The mission of this unit is to provide support for the emotional, cognitive and physical needs of victims of crime.

—W—

WAMPO. *Wichita Area Metropolitan Planning Organization.* Responsible, in cooperation with the State of Kansas, for administering the metropolitan transportation planning process.

W.V.C.F.C.P. *Wichita Valley Center Flood Control Project.* The Flood Control section is responsible for maintaining the Wichita-Valley Center Flood Control Project, which is better known as the "Big Ditch." The duties of Flood Control include the maintenance of the floodway, Big and Little Arkansas Rivers, and major streams and creeks within the project limits in accordance with standards established by the Army Corps of Engineers.