

Ref: CC File No. 180069
SF 18025

**ACTION TAKEN ON VACANCY REQUESTS
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: May 2, 2018
TIME: 9:00 A.M.
PLACE: Committee Room 301-B
City Hall
SCHEDULE A: Vacancy Requests
SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Vacancies listed were approved by Finance & Personnel unless otherwise indicated.

Finance & Personnel Committee Meeting: May 2, 2018
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Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>				
<u>CITY ATTORNEY</u>				
6244	Asst. City Attorney V	2QX	3/25/18	
6350	Legal Office Asst.-Sr.	6LN	TBD	
6351	Docketing Specialist	6NN	TBD	
<u>DEPT OF CITY DEVELOPMENT</u>				
6348	Administrative Assistant II	6HN	5/6/18	
<u>CITY TREASURER</u>				
6299	Customer Service Rep. II (2 pos.)	6GN	5/5/18	
6323	Program Assistant II	5FN	3/8/17	
<u>COMPTROLLER</u>				
6322	Accounting Program Asst. II	6KN	1/2/18	
<u>FIRE DEPARTMENT</u>				
6338	Fire Dispatch Manager	1GX	5/1/18	
6339	Fire Dispatch Asst. Mgr. (2 positions)	1EX	5/19/18	
6341	Systems Analyst Sr.	2IX	5/20/17	
<u>HEALTH DEPARTMENT</u>				
6345	Epidemiologist	1FX	4/21/18	
<u>LIBRARY</u>				
6334	Library Public Services Area Mgr.	1HX	7/1/18	
6335	Librarian V	1FX	4/8/18	
6342	Custodial Worker II-City Laborer	8DN	4/6/18	
6343	Library Technician II (2 positions)	6EN	5/6/18	
			5/4/18	
<u>POLICE DEPARTMENT</u>				
6310	Media Producer	2EN	NA	
6328	Police Records Manager	1DX	8/1/18	
6329	Custodial Wrkr II-City Laborer (2 pos.)	8DN	2/24/17	
6330	Garage Attendant	8DN	4/1/18	
			7/30/16	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
6332	Inventory Assistant IV	6JN	4/7/18	
6349	Electrical Worker	7FN	4/22/18	
<u>DPW-OPERATIONS DIVISION</u>				
6320	Business Operations Analyst	2FX	10/25/15	
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>COMPTROLLER</u>				
4993	Assistant Grant Fiscal Manager	2IX	7/20/18	
<u>DPW-WATER WORKS</u>				
6331	Water Chemist	2EN	6/3/18	
6347	Administrative Assistant III	5FX	5/5/18	

SCHEDULE B - FUND TRANSFERS

Fund transfers listed were approved by Finance & Personnel

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Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DPW-INFRASTRUCTURE SERVICES</u> State & Fed. Aid Street Paving Program Local Street Paving Program	\$800,000	\$800,000	Additional special assessment expenditure authority is needed in the Local Street Program because speed hump projects have been consuming a greater share of the special assessment authority in the Local Street Program. This transfer will add sufficient special assessment authority to the Local Street Program for the remainder of the year.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous