

Ref: CC File No. 160496
16025

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

DATE: September 14, 2016

TIME: 9:30 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: September 14, 2016

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

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>DOA-INTERGOVERNMENTAL RELATIONS</u>			
2111	Legislative Fiscal Manager	2LX	6/18/16	
	<u>DOA-INFORMATION & TECHNOLOGY MGMT. DIV.</u>			
2211	UCC Cust. Service Rep. III (2 pos.)	6HN	12/20/15 5/7/16	
	<u>DOA-PURCHASING DIVISION</u>			
2182	Program Assistant II	5FN	8/14/16	
2192	Purchasing Agent-Sr.	2EX	9/11/16	
	<u>ASSESSOR</u>			
2173	Property Appraiser	2DN	7/31/16	
2178	Office Assistant III	6FN	9/24/16	
2203	Property Appraiser	2DN	9/11/16	
	<u>DEPT. OF CITY DEVELOPMENT</u>			
2117	Office Assistant III	6FN	7/16/16	
2225	Personnel Payroll Asst. III	5EN	10/10/16	
	<u>CITY TREASURER</u>			
2186	Teller	6HN	8/20/16	
	<u>COMPTROLLER</u>			
2070	Accounting Program Asst. II	6KN	6/5/16	
	<u>DEPT. OF EMPLOYEE RELATIONS</u>			
2168	Program Assistant I	5EN	7/2/16	
	<u>FIRE & POLICE COMMISSION</u>			
2209	Paralegal	5JN	9/18/16	
	<u>FIRE DEPARTMENT</u>			
2212	Fire Lieutenant (2 positions)	4E	7/26/16 8/16/16	
2214	Heavy Equipment Operator	4D	7/16/16	
	<u>HEALTH DEPARTMENT</u>			
2195	Public Health Nurse 1	2DN	7/6/16	
2196	Public Health Nurse 1	2DN	8/30/16	
2198	Public Health Nurse 1	2DN	7/29/16	
2200	Environmental Health Spec.	3LN	6/28/16	
2201	Program Assistant I	5EN	8/17/16	

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	<u>LIBRARY</u>			
2139	Librarian III (2 positions)	2DN	7/3/16 9/1/16	
2158	Custodial Wkr. II-City Laborer	8DN	8/1/16	
2162	Neighborhood Library Serv. Asst.	5EN	8/13/16	
2169	Facilities Control Spec.	3SN	9/11/16	
2176	Library Branch Manager	1DX	7/3/16	
2183	Library Technician II	6EN	9/24/16	
2184	Custodial Wkr. II-City Laborer	8DN	9/16/16	
2185	Building Services Supv. II	1AX	11/1/16	
	<u>MUNICIPAL COURT</u>			
2181	Accounting Assistant II	6HN	9/30/16	
	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>			
2219	Building Construction Inspector (Temporary appt.)	2HN	6/16/16	
2220	Office Assistant IV	6HN	9/24/16	
	<u>POLICE DEPARTMENT</u>			
2207	Garage Attendant	8DN	7/31/16	
2208	Police Lieutenant (5 positions)	4L-836	9/25/16	
2215	Human Resources Analyst-Sr.	2FX	7/31/16	
	<u>DPW-ADMINISTRATIVE SERVICES</u>			
2170	Personnel Payroll Asst. III	5EN	7/17/16	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
2202	Electrical Worker	7FN	8/28/16	
2174	Civil Engineer II	2GN	9/9/16	
	<u>DPW-OPERATIONS DIVISION</u>			
2120	Sanitation Supervisor	1AX	10/1/16	
2217	Resource Recovery Program Mgr.	2JX	8/27/16	
2213	Sanitation Inspector	3BN	9/3/16	
2210	Vehicle Services Technician I	7FN	9/10/16	
2218	Vehicle Services Technician I	7FN	9/10/16	
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
	<u>DOA-COMMUNITY BLOCK GRANT ADMIN.</u>			
2197	Office Assistant IV	6HN	9/10/16	
	<u>DEPT. OF CITY DEVELOPMENT</u>			
2166	Human Resources Officer	1FX	8/11/16	

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Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>EMPLOYEES' RETIREMENT SYSTEM</u>			
2205	Pension Accounting Mgr.	1EX	8/27/16	
2221	Pension Accounting Specialist	2GX	9/3/16	
	<u>HEALTH DEPARTMENT</u>			
2154	Office Assistant II	6EN	7/15/16	
2199	Public Health Nurse 1	2DN	8/13/16	
2216	Lead Risk Assessor I	3GN	6/5/16	
	<u>DPW-PARKING</u>			
1968	Parking Enforcement Asst. Mgr.	1CX	7/19/16	
	<u>DPW-SEWER MAINT. FUND</u>			
2180	Management Civil Eng.-Sr.	1IX	7/30/16	
2206	Engineering Technician II	3FN	6/18/16	
	<u>DPW-WATER WORKS</u>			
2171	Administration & Project Manager	1KX	8/14/16	
1983	Water Chief Repair Worker	8PN	6/17/16	
2157	Program Assistant II	5FN	7/30/16	
2161	Program Assistant I	5EN	8/2/16	
2187	Customer Service Rep. III	6HN	9/11/16	
2190	Water Repair Worker (3 positions)	8LN	7/23/16	
			8/14/16	
			8/24/16	
2223	Water Accounting Mgr.	1GX	2/1/17	

SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

Fund transfers listed were approved by the Finance and Personnel Committee.

Finance and Personnel Committee Meeting: September 14, 2016

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF CITY DEVELOPMENT</u>			
Neighborhood Commercial District Street Improvement Fund	\$225,000		The Commercial Investment Program has seen a significant increase in activity and a number of potential projects are waiting for funding. The Commercial Corridor Team continues to market the program and projects a need for additional funding to meet demand. The funds are being transferred from DCD accounts that have had minimal activity to date.
Business Improvement Districts	\$60,000		
Commercial In Rem Property Program	\$300,000		
Commercial Investment Program		\$585,000	

SCHEDULE C - GENERAL MATTERS

- Miscellaneous