

**AGENDA OF ITEMS TO BE CONSIDERED
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: February 1, 2023

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: February 1, 2023
CCFN 221481

Funding Source - 100% Operating
Budget Unless Otherwise Indicated

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Auth.	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>ASSESSOR'S OFFICE</u>											
10085	Senior Property Appraiser 4 (2 positions)	2HN	1/20/23	23	18	2	3	0		Int/Ext	x-2b
10120	Office Assistant III	6FN	2/1/23 2/4/23	5	2	1	2	0		Int/Ext	x-2b
<u>CITY ATTORNEY</u>											
10088	Legal Office Assistant	6JN	1/21/23	4	2	1	1	0		Ext	x-2b
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
10092	Human Resources Representative	2KX	1/22/23	9	6	1	0	2		Int/Ext	x-2b
10093	Paralegal	2EN	1/11/23	1	0	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
10108	Office Assistant II	6FN	1/21/23	1	0	1	0	0		Int/Ext	x-2b
<u>FIRE AND POLICE COMMISSION</u>											
10077	Human Resources Representative	2HX	1/6/23	3	1	1	1	0		Int/Ext	x-2b
<u>HEALTH DEPARTMENT</u>											
10087	Office Assistant IV	6HN	1/13/23	1	0	1	0	0		Int/Ext	x-2b
<u>LIBRARY</u>											
10094	Library Services Manager	1GX	2/4/23	27	17	1	0	9		Int/Ext	x-3
10095	Library Services Coordinator	2EN	1/21/23	14	12	1	0	1		Int	x-3
10096	Custodial Worker II/City Laborer	8DN	12/11/22	27	14	1	0	12		Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
10121	Operations Mgr.-Development Center	1GX	2/19/23	1	0	1	0	0		Int/Ext	x-2b
10122	District Code Enforcement Supervisor	1EX	2/4/23	10	7	1	0	2		Int	x-2b
10123	Elevator Inspector	2HN	8/6/21	5	3	1	0	1		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
10082	Police Officer (65 positions)	4B-801	n/a	1,314	1155	65	0	94		Int/Ext	x-1
10107	Office Assistant III-PD	6FN	2/4/23	21	9	1	0	11		Int/Ext	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
10083	Program Assistant II	5FN	1/21/23	2	1	1	0	0	40% Capital 45% Capital, 10% Reimb.	Int/Ext	x-2b
10090	Special Laborer (ES) (8 positions)	8GN	Various	24	16	8	0	0		Int/Ext	x-2b
<u>DPW-OPERATIONS</u>											
10110	Office Assistant IV (2 positions)	6HN	1/21/23 1/21/23	3	0	2	1	0		Int/Ext	x-2b
10111	Fleet Services Manager	1JN	1/6/23	1	0	1	0	0		Int/Ext	x-3
10112	Fleet Acquisition Manager	1EX	12/23/22	1	0	1	0	0		Int/Ext	x-3
10113	Program Assistant II	5FN	12/31/22	1	0	1	0	0		Int/Ext	x-2b
10114	Fleet Operations and Training Manager	1EX	11/27/22	1	0	1	0	0		Int/Ext	x-3
10115	Sanitation Inspector	3BN	1/15/23	8	7	1	0	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>DEPT. OF CITY DEVELOPMENT</u>											
10091	Housing Rehab. Specialist	2GN	3/4/23	6	5	1	0	0	65% CDBG, HOME	Ext	x-6

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: February 1, 2023
CCFN 221481

Funding Source - 100% Operating
Budget Unless Otherwise Indicated

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Auth.	Filled excl. this pos.	Recomm. Authori- zation	Vac. Prev. Appr.	Other Vac.			
10079	<u>EMPLOYES' RETIREMENT SYSTEM</u> Records Technician II	3FN	12/25/22	2	1	1	0	0	Pension Trust	Int/Ext	x-6
10109	<u>HEALTH DEPARTMENT</u> WIC Program Manager	1EX	2/11/23	1	0	1	0	0	WIC	Int/Ext	x-6
10099	<u>WATER WORKS</u> Engineering Drafting Tech. IV	3NN	1/15/23	8	4	1	3	0	Water Works	Int/Ext	x-6
10100	Engineering Drafting Tech. IV (2 pos.)	3NN	n/a 10/16/21	8	4	2	2	0	Water Works	Int/Ext	x-6
10101	Engineering Technician IV	3NN	1/21/23	15	12	1	2	0	Water Works	Int/Ext	x-6
10102	Engineering Technician IV (2 positions)	3NN	n/a	15	12	2	1	1	Water Works	Int/Ext	x-6
10103	Water Plant Mach. Repair Person (3 pos.)	7QN	3/28/20 4/1/19 10/30/21 5/10/15	9	3	3	3	0	Water Works	Int/Ext	x-6
10104	Equipment Mechanic IV	7EN	1/18/20	1	0	1	0	0	Water Works	Int/Ext	x-6
10126	Network Coordinator-Senior	2GX	2/18/23	2	1	1	0	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

Finance and Personnel Committee Meeting: February 1, 2023
 CCFN 221481

Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>DEPT. OF CITY DEVELOPMENT</u> 2022 Housing Zoning Code update Adv. Planning Fund 2022 unallocated	\$70,000.00	\$70,000.00	Plan to use ARPA to cover housing zoning code update expenses. This transfer will make the unrestricted funds available for other projects.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous