

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

DATE: January 10, 2024
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: January 10, 2024
CCFN 231314

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>				
<u>ASSESSOR</u>				
10841	Assessment Services Assistant 3	6NN	12/22/23	
10842	Assessment Services Assistant Senior	5JN	12/9/23	
<u>DEPT. CITY DEVELOPMENT</u>				
10885	Housing Rehabilitation Manager	1IX	12/24/23	
<u>FIRE DEPARTMENT</u>				
10876	Deputy Chief	4OX	12/28/23	
10877	Battalion Chief	4MX	1/21/24	
10878	Fire Captain (2 positions)	4JN	11/30/23 1/21/24	
10879	Emergency Vehicle Mechanic 4	7HN	11/29/23	
10880	Office Assistant IV	6HN	12/9/23	
10881	Office Assistant III	6FN	1/6/24	
<u>HEALTH DEPARTMENT</u>				
10830	Deputy Commish. Of Medical Services	10X	NA	
10831	Office Assistant III	6FN	9/3/23	
10857	Public Health Nurse 3	2IN	3/20/22	
10863	Administrative Assistant IV	5IN	3/2/24	
<u>LIBRARY</u>				
10859	Custodial Worker 2	8BN	12/28/23	
10860	Library Technical Services Specialist	5DN	12/27/23	
10867	Custodial Worker 2	8BN	12/28/23	
<u>DEPT. NEIGHBORHOOD SERVICES</u>				
10797	Office Assistant II	6EN	11/26/23	
10847	Compliance Programs Coordinator	2FX	1/21/24	
10865	Administrative Services Supervisor	1BX	1/3/24	
10892	District Code Enf. Supv. (2 pos.)	1IX	10/15/22 5/28/23	
<u>POLICE DEPARTMENT</u>				
10826	Accounting Coordinator I	2DN	10/9/23	
10828	Assistant Chief of Police	4RX	11/28/23	
<u>DPW-ADMINISTRATIVE SERVICES</u>				
10837	Payroll Assistant 3	5NN	12/9/23	
10864	Business Operations Manager	1HX	1/20/24	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
10829	Accounting Assistant II	6HN	12/28/21	
10833	Civil Engineer III	2MN	1/7/24	
10836	Street Repair Supervisor	1EX	NA	
10839	HVAC Maintenance Technician 4	7BN	4/6/23	
10840	Senior Transportation Planner	2MN	1/20/24	
10843	Carpenter 4 (2 positions)	7JN	12/2/23 10/14/23	

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<u>DPW-OPERATIONS DIVISION</u>				
10827	Urban Forestry Crew Leader	7FN	12/10/23	
10870	Special Equipment Operator II	8IN	11/28/23	
10872	Yard Attendant	8DN	12/24/23	
10873	Sanitation District Manager	1GX	TBD	
10875	Sanitation Inspector 2	8EN	1/21/24	
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>HEALTH DEPARTMENT</u>				
10862	Public Health Nurse 3 (2 positions)	2IN	5/14/23 7/9/23	
<u>DPW-SEWER MAINTENANCE FUND</u>				
10844	Engineering Technician II (2 positions)	3QN	3/25/23 11/14/20	
10846	Civil Engineer II	2KN	4/29/23	
10882	Civil Engineer III	2MN	1/2/24	
<u>DPW-TRANSPORTATION FUND</u>				
10869	Parking Administrative Serv. Coordinator	2EN	12/24/23	
<u>DPW-WATER WORKS</u>				
10851	Water Meter Technician	8EN	12/12/23	
10852	Customer Service Representative III	6HN	12/14/23	
10853	Communications Assistant III	6HN	12/24/23	
10854	Water Repair Worker 3 (2 positions)	8FN	11/31/23 12/24/23	
10855	Water Laboratory Technician	3MN	12/12/23	

SCHEDULE B - FUND TRANSFERS

Fund transfer listed was approved by the Finance and Personnel Committee

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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>HEALTH DEPARTMENT</u> 2023 Salaries 2023 Operating Budget	\$125,000	\$125,000	The Health Department may go negative on operating expenses without a transfer. They have sufficient salary funds available to transfer.

SCHEDULE C - GENERAL MATTERS

- Miscellaneous