

**REVISED**

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

DATE: July 25, 2018

TIME: 9:00 A.M.

PLACE: Committee Room 301-B  
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

REVISED SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: July 25, 2018  
CCFN 180536

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.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>DOA-PURCHASING DIVISION</u>											
6549	Procurement Specialist	2FX	7/18/18	1	0	1	0	0		Int/Ext	x-3
<u>DOA-INFORMATION &amp; TECHNOLOGY MANAGEMENT DIVISION</u>											
6506	IT Support Specialist	2EN	12/5/17	6	5	1	0	0		Int	x-2b
6533	UCC Cust. Serv. Rep. III (2 pos.)	6HN	7/12/18 7/15/18	7	5	2	0	0		Int/Ext	x-2a
<u>ASSESSOR</u>											
6521	Assessment Division Mgr.	1GX	7/21/18	3	2	1	0	0		Int	x-3
<u>CITY ATTORNEY</u>											
6514	Assistant City Attorney V	2QX	6/27/18	34	32	1	1	0		Int/Ext	x-2b
<u>DEPT. OF CITY DEVELOPMENT</u>											
6519	Program Assistant II	5FN	7/29/18	2	1	1	0	0		Ext	x-2b
6520	Property Manager	2DN	7/29/18	1	0	1	0	0		Int	x-2b
<u>COMMON COUNCIL-CITY CLERK</u>											
6543	Document Technician	3CN	7/14/18	6	4	1	0	1		Int/Ext	x-2b
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
6547	Human Res. Compliance Officer	2JX	7/21/18	1	0	1	0	0		Ext	x-3
6548	Human Resources Rep.	2HX	8/12/18	7	5	1	0	1		Int/Ext	x-2b
<u>FIRE &amp; POLICE COMMISSION</u>											
6557	Human Resources Rep.	2HX	8/4/18	2	1	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
6528	Fire Captain	4J	6/30/18	49	46	1	0	2		Int	x-1
6529	Fire Lieutenant	4E	7/29/18	152	147	1	1	3		Int	x-1
6532	Fire Equipment Welder	7HN	7/14/18	1	0	1	0	0		Int/Ext	x-2b
6531	Fire Cadet (2 positions)	6BN	6/28/18 6/28/18	52	16	2	32	2		Ext	x-2b
<u>LIBRARY</u>											
6527	Library Branch Manager	1EX	8/12/18	12	10	1	0	1		Int/Ext	x-3
<u>MUNICIPAL COURT</u>											
6508	Court Services Asst. III	6FN	6/17/18	6	4	1	0	1		Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
6504	Comm. Code Enforc. Inspector	3LN	1/28/18	15	13	1	1	0		Int	x-2a
6505	Special Enforcement Inspector	2GN	8/25/18	21	19	1	0	1		Int	x-2a
6515	Distr. Code Enforcement Supv.	1EX	7/15/18	9	8	1	0	0		Int	x-3
6516	Resid. Code Enforc. Insp. (3 pos.)	3EN	NA	53	36	3	8	6		Ext	x-2a
6517	Elevator Inspector	2HN	3/24/17	4	3	1	0	0		Ext	x-2a
<u>POLICE DEPARTMENT</u>											
6509	Crime Analyst	2GN	7/28/18	26	14	1	0	11		Ext	x-1
6510	Accountant I	2CN	5/1/18	1	0	1	0	0		Int	x-2b
6511	Administrative Assistant II	6HN	9/27/15	6	4	1	0	1		Int	x-2b
6512	Administrative Assistant I	6GN	8/12/18	2	1	1	0	1		Int	x-2b
6522	Custodial Worker II-City Laborer	8DN	7/23/18	39	30	1	0	8		Ext	x-2b

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<u>POLICE DEPARTMENT (Continued)</u>											
6523	IT Support Specialist-Senior	2GN	6/17/18	7	5	1	0	1		Ext	x-2b
6524	Emerg. Comm. Oper. II (6 pos.)	5IN	1/19/18 1/20/18 2/17/18 3/10/18 4/19/18 4/21/18	136	114	6	0	16		Int/Ext	x-1
6526	Forensic Investigator (4 pos.)	4C-804	5/18/12 9/30/12 5/1/13 9/1/13	32	25	4	0	3		Int	x-1
6530	Police Payroll Supervisor	1CX	TBD	1	0	1	0	0		Int	x-2b
6534	Personnel Payroll Asst. III	5EN	7/30/18	1	0	1	0	0		Int	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
6503	Locator Technician (2 positions)	8DN	6/30/18 6/30/18	13	11	2	1	0	75% Reimbursable	Int	x-2b
6518	Civil Engineer II	2GN	7/15/18	4	3	1	0	0	100% Capital	Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
6458	Tire Repair Worker I	8FN	6/16/18	3	2	1	0	0		Int/Ext	x-2b
6460	Resource Recovery Prog. Mgr.	2JX	7/10/18	1	0	1	0	0		Int/Ext	x-2b
6416	Urban Forestry Technician	7LN	6/3/18	10	9	1	0	0		Int	x-2b
6541	Fleet Services Welder	7HN	7/28/18	6	5	1	0	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>DPW-PARKING</u>											
6497	Communications Asst. III	6HN	6/16/18	8	7	1	0	0	Parking Funded	Int	x-6
<u>DPW-WATER WORKS</u>											
6502	Network Coordinator-Senior	2GX	7/15/18	1	0	1	0	0	Water Works	Int/Ext	x-6
6501	Electrical Services Mgr.	1GX	8/1/18	1	0	1	0	0	Water Works	Int/Ext	x-6
6500	Water Repair Worker (3 positions)	8LN	7/1/18 7/15/18 7/15/18	36	30	3	3	0	Water Works	Int/Ext	x-6
6499	Water Meter Investigator	8IN	7/15/18	7	5	1	1	0	Water Works	Int/Ext	x-6
6507	Water Repair Worker	8LN	7/15/18	36	29	1	3	3	Water Works	Int/Ext	x-6
6550	Water Chemist	2EN	8/4/18	10	7	1	1	1	Water Works	Int/Ext	x-6
6551	Water Information Tech. Mgr.	1IX	6/1/18	1	0	1	0	0	Water Works	Int/Ext	x-6
6552	Water Meter Technician	7DN	6/17/18	22	21	1	0	0	Water Works	Int/Ext	x-6
6553	Water Meter Technician (Aux.)	7DN	7/16/18	18	9	1	7	0	Water Works	Int/Ext	x-6
6554	Sr. Water Treatment Plant Oper.		7/29/18	36	25	1	0	10	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

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Department Account Name	Amount of Transfer		Reason
	From	To	
<u>CITY ATTORNEY</u>			
Outside Counsel/Expert Witness -S157	\$300,000		The transfer is needed to pay two automobile claims of \$150,000 each; 8 uninsured motorist claims totaling \$180,000; and anticipated claims through the end of 2018.
Damage & Claims - S118		\$300,000	
<u>DPW-WATER WORKS</u>			
2017 Special Fund Pension Contr. for Normal Cost	\$570,000		Technical accounting correction to move pension funding to the fringe benefit account.
2017 Fringe Benefits		\$570,000	
2018 Special Fund Pension Contr. for Normal Cost	\$1,600,000		
2018 Fringe Benefits		\$1,600,000	

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous