

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

DATE: February 4, 2019

TIME: 1:00 P.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 4, 2019
CCFN 181504

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>DOA-INFORMATION & TECHNOLOGY MGMT. DIVISION</u>											
6905	UCC Customer Services Rep. III	6HN	11/2/18	7	4	1	2	0		Int/Ext	x-2a
<u>ASSESSOR</u>											
6875	Office Assistant III	6FN	4/28/18	7	5	1	1	0		Ext	x-2b
<u>COMPROLLER</u>											
6892	City Payroll Specialist	5GN	1/5/19	1	0	1	0	0		Int	x-2b
<u>DEPT. OF CITY DEVELOPMENT</u>											
6878	Program Assistant I	5EN	1/12/19	3	2	1	0	0		Int/Ext	x-2b
6880	Economic Development Specialist	2GX	2/9/19	5	3	1	1	0		Ext	x-2b
<u>FIRE & POLICE COMMISSION</u>											
6914	Emergency Comm. & Policy Dir.	2NX	1/14/19	1	0	1	0	0	Exempt	Int/Ext	x-3
<u>FIRE DEPARTMENT</u>											
6899	Fire Captain	4J	1/1/19	47	45	1	0	1		Int	x-1
6900	Fire Lieutenant	4E	2/10/19	138	137	1	0	0		Int	x-1
6901	Heavy Equipment Operator	4D	2/10/19	136	135	1	0	0		Int	x-1
<u>HEALTH DEPARTMENT</u>											
6910	Office Assistant III	6FN	NA	8	4	1	0	3		Int/Ext	x-2b
<u>LIBRARY</u>											
6902	Library Branch Manager	1EX	2/10/19	12	8	1	0	3		Int/Ext	x-2b
6903	Custodial Worker II-City Laborer	8DN	1/13/19	27	23	1	0	3		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
6883	Court Services Asst. III	6FN	1/27/19	6	5	1	0	0		Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
6863	Electrical Inspector I	2HN	1/5/19	10	9	1	0	0		Int/Ext	x-2b
6884	Program Assistant II (2 positions)	5FN	2/1/19	10	8	2	0	0		Int	x-2b
6885	Sprinkler Constr. Inspector	2HN	1/3/19	4	3	1	0	0		Ext	x-2b
6906	Office Assistant III	6FN	1/27/19	15	12	1	1	1		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
6887	Forensic Processor Supervisor	1AX	NA	1	0	1	0	0		Int/Ext	x-1
6888	Forensic Identification Proc. (5 pos.)	5DN	NA	5	0	5	0	0		Int/Ext	x-1
6907	Emergency Communications Mgr.	1IX	1/5/19	1	0	1	0	0		Ext	x-1
6908	Police District Admin. Asst. (8 pos.)	6HN	NA	54	36	8	0	10		Int/Ext	x-2b
<u>DPW-ADMINISTRATIVE SERVICES</u>											
6896	Public Works Coordination Mgr.	1KX	2/5/19	1	0	1	0	0	Exempt	Int/Ext	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
6874	Engineer In Charge	1KX	12/19/18	1	0	1	0	0	75% Capital	Int	x-2b
6898	Management Civil Engineer-Sr.	1IX	2/2/19	1	0	1	0	0		Int	x-2b

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<u>DPW-OPERATIONS DIVISION</u>											
6831	Vehicle Services Technician II	7HN	12/22/18	57	52	1	4	0		Int/Ext	x-2b
6866	Fleet Services Welder	7HN	1/3/19	6	5	1	0	0		Int/Ext	x-2b
6869	Vehicle Services Tech. II (2 pos.)	7HN	12/30/18	57	52	2	2	0		Int/Ext	x-2b
6871	Equipment Mechanic IV	7BN	1/23/18 2/29/19	1	0	1	0	0		Int	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>HEALTH DEPARTMENT</u>											
6652	Environmental Health Field Supv.	1CX	9/1/18	1	0	1	0	0	Lead Hazard Reduction	Int	x-6
6893	Public Health Nurse Coordinator	2GN	12/16/18	12	9	1	0	2	Congenital Disorders grnt	Int/Ext	x-6
6894	Public Health Nurse 1	2DN	1/26/19	32	29	1	0	2	Lead Prevention grant	Int/Ext	x-6
6895	Public Health Educator II	2CN	1/13/19	3	2	1	0	0	Maternal & Child Health	Int/Ext	x-6
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
6886	Plumbing Inspector	2HN	1/16/19	22	17	1	4	0	100% Reimbursable	Ext	x-6
<u>DPW-TRANSPORTATION FUND</u>											
6867	Communications Asst. III (2 pos.)	6HN	1/14/19 TBD	8	6	2	0	0	Transportation Fund	Int/Ext	x-6
6868	Communications Asst. IV	6JN	1/1/19	5	4	1	0	0	Transportation Fund	Int	x-6
<u>DPW-SEWER MAINTENANCE FUND</u>											
6877	Civil Engineer II	2GN	1/27/19	13	12	1	0	0	Sewer Maint. Fund	Int/Ext	x-6
6881	Engineering Tech. II	3FN	1/12/19	4	1	1	0	2	50% Capital	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

Finance and Personnel Committee Meeting: February 4, 2019
 CCFN 181504

Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>DEPT. OF EMPLOYEE RELATIONS</u> 2018 Salaries & Wages 2018 Operating Expenditures	\$25,900	\$25,900	Unanticipated expenditures resulting from the transition to a new Workers Compensation third party administrator in 2018.
<u>FIRE DEPARTMENT</u> Fire Major Capital Equipment Extrinsication Equipment	\$24,462	\$24,462	Extraction equipment was budgeted in the 2018 and 2019 budgets. The quoted price increased by 12.5% (approximately \$25,000).

SCHEDULE C - GENERAL MATTERS

- Miscellaneous