

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

DATE: July 1, 2020
TIME: 9:00 A.M.
PLACE: Committee Room 301-B
City Hall
SCHEDULE A: Vacancy Requests
SCHEDULE B: Fund Transfer

SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: July 1, 2020
CCFN 200299

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</u>											
7957	Office Assistant III	6FN	6/28/20	5	4	1	0	0		Int/Ext	x-2b
7977	Senior Property Appraiser 4	2HN	7/5/20	27	25	1	0	1		Int/Ext	x-2b
<u>COMPROLLER</u>											
7988	Accounts Director	1KX	5/23/20	1	0	1	0	0		Int/Ext	x-3
<u>DEPT. OF CITY DEVELOPMENT</u>											
7961	Long Range Planning Mgr.	2KX	6/28/20	1	0	1	0	0		Ext	x-2b
<u>ELECTION COMMISSION</u>											
7989	Election Services Manager	1HX	6/13/20	1	0	1	0	0		Int/Ext	x-2a
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
7978	Diversity Recruiter	2FX	3/29/20	1	0	1	0	0		Ext	x-2b
<u>FIRE DEPARTMENT</u>											
7967	Fire Captain	4J	6/15/20	48	44	1	1	2		Int	x-1
7968	Fire Lieutenant (2 positions)	4E	7/12/20 7/12/20	139	134	2	3	0		Int	x-1
7969	Systems Analyst Assistant	2EX	7/12/20	2	1	1	0	0		Int/Ext	x-2a
7970	IT Support Specialist Senior	2GN	6/17/20	2	1	1	0	0		Int/Ext	x-2a
7971	Painter	2IN	6/27/20	1	0	1	0	0		Int/Ext	x-2a
7972	Fire Equipment Machinist	7ON	6/26/20	2	1	1	0	0		Int/Ext	x-2a
<u>LIBRARY</u>											
7953	Management Librarian	1EX	7/11/20	6	5	1	0	0		Ext	x-2b
7954	Branch Library Services Asst.	2CN	6/28/20	12	11	1	0	0		Int	x-2b
<u>POLICE DEPARTMENT</u>											
7963	Communications Facilities Coord.	3SN	10/5/17	2	1	1	0	0		Int/Ext	x-2b
7956	Office Assistant III	6FN	6/14/20	21	16	1	0	4		Int/Ext	x-2b
7955	Office Assistant II (2 positions)	6EN	5/30/20 7/13/20	43	13	2	0	28		Int/Ext	x-2b
7966	Emer. Vehicle Equip. Installer (2 pos.)	7EN	3/4/17 7/16/17	5	3	2	0	0		Ext	x-2b
7965	Police Fleet Supervisor	1BX	1/21/20	1	0	1	0	0		Int/Ext	x-3
7964	Captain of Police (2 positions)	4N-839	6/28/20 7/25/20	21	19	2	0	0		Int	x-1
<u>DPW-ADMINISTRATIVE SERVICES</u>											
7941	Civil Engineer II	2GN	7/28/19	2	1	1	0	0		Int	x-2a
7942	Civil Engineer III	2IX	6/29/19	1	0	1	0	0		Int	x-2a
<u>DPW-INFRASTRUCTURE SERVICES</u>											
7973	Carpenter (3 positions)	7KN	6/27/20 10/31/15 1/4/17	9	7	3	0	0	30% Reimbursable	Int/Ext	x-2b
7981	Electrical Services Manager (Auxiliary)	1GX	7/26/20	6	3	1	0	2		Int	x-3
<u>DPW-OPERATIONS DIVISION</u>											
7921	Fleet Maintenance Technician	7HN	11/10/19	17	16	1	0	0		Int	x-2b
7950	Fleet Repair Supv.-Senior	1FX	6/14/20	3	1	1	0	1		Int	x-2b
7949	Sanitation Inspector	3BN	6/15/20	8	7	1	0	0		Int/Ext	x-2b
7948	Program Assistant II	5FN	6/14/20	3	2	1	0	0		Int	x-2b

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<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>DEPT. OF ADMINISTRATION</u>											
<u>COMMUNITY DEVELOPMENT GRANTS ADMINISTRATION</u>											
7908	Business Services Specialist	2DC	9/1/20	2	1	1	0	0	CDBG	Int	x-6
7909	Grant Monitor (2 positions)	2GX	4/1/20 4/24/20	7	5	2	0	0	CDBG	Int/Ext	x-6
<u>DEFERRED COMPENSATION PLAN</u>											
7979	Deferred Comp. Plan Coordinator	2EX	7/1/20	1	0	1	0	0	Deferred Comp. Plan	Int	x-6
7980	Administrative Assistant II	6HN	7/18/20	1	0	1	0	0	Deferred Comp. Plan	Int/Ext	x-6
<u>DPW-WATER WORKS</u>											
7960	Municipal Services Electrician	7QN	1/9/20	8	7	1	0	0	Water Works	Int/Ext	x-6
7962	Communications Asst. III	6HN	8/15/20	4	3	1	0	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

Finance and Personnel Committee Meeting: July 1, 2020
 CCFN 200299

Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>FIRE DEPARTMENT</u>			
Auxiliary Power Systems	\$18,552.00		The bid for SCBA replacement equipment came in \$168,552 higher than the \$1,200,000 budgeted. As a result, funds remaining from other completed capital projects are being transferred to fully fund the cost of the 2020 portion of the SCBA replacement.
Fire Major Capital Equipment	\$50,000		
Fire Facilities Maintenance	\$100,000		
SCBA Replacement		\$168,552	

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous