

Ref: CC File No. 181623
SF 19025

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

DATE: February 21, 2019

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: February 21, 2019
CCFN 181623

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>ASSESSOR</u>			
6917	Senior Property Appraiser (2 pos.)	2HN	2/1/19 2/1/19	
	<u>CITY ATTORNEY</u>			
6915	Assistant City Attorney V	2QX	2/1/19	
	<u>CITY TREASURER</u>			
6923	Customer Service Rep. III	6HN	1/26/19	
	<u>COMMON COUNCIL-CITY CLERK</u>			
6948	License Specialist III	5HN	1/27/19	
6949	Document Technician	3CN	1/6/19	
	<u>DEPT. OF EMPLOYEE RELATIONS</u>			
6933	Certification Services Specialist	5HN	2/24/19	
	<u>FIRE DEPARTMENT</u>			
6934	Fire Captain	4J	2/9/19	
6935	Fire Lieutenant (2 positions)	4E	2/1/19 3/10/19	
6936	Heavy Equipment Operator	4D	2/24/19	
	<u>HEALTH DEPARTMENT</u>			
6947	Accounting Assistant II	6HN	1/26/19	
	<u>LIBRARY</u>			
6938	Accounting Assistant I	6GN	3/10/19	
	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>			
6919	Office Assistant IV (2 positions)	6HN	2/10/19 2/9/19	
6920	Commercial Code Enf. Inspector (2 pos.)	3LN	2/9/19 2/16/19	
6921	Office Assistant II	6EN	1/26/19	
	<u>POLICE DEPARTMENT</u>			
6909	Sensitive Crimes Project Coord.	2EX	8/13/18	
6937	Data Services Manager	1GX	3/3/18	
6939	Police Serv. Spec. Investigator (4 pos.)	5EN	11/3/18 2/6/19	
6943	Court Liaison Officer (2 positions)	4C-804	6/18/17 3/16/19	
	<u>DPW-ADMINISTRATIVE SERVICES</u>			
6912	Program Assistant I	5EN	2/23/19	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
6913	Engineering Drafting Tech. II	3FN	1/26/19	
6924	Engineering Drafting Tech. II	3FN	2/9/19	
6945	Municipal Services Electrician	7QN	2/15/19	

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Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
6941	<u>EMPLOYES' RETIREMENT SYSTEM</u> Accounting Assistant II	6HN	2/10/19	
6944	<u>HEALTH DEPARTMENT</u> Public Health Nurse 1	2DN	2/17/19	
6940	<u>DPW-TRANSPORTATION FUND</u> Parking Enforcement Supv.	1AX	2/11/19	

SCHEDULE B - FUND TRANSFERS

Fund transfers listed were approved by the Finance & Personnel Committee.

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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>CITY ATTORNEY</u> Outside Counsel/Expert Witness Insurance Fund	\$80,000	\$80,000	The City has experienced higher than anticipated insurance premiums.

SCHEDULE C - GENERAL MATTERS

- 1. Miscellaneous