

Ref: CC File No. 181504
SF 19025

**ACTION TAKEN ON VACANCY REQUESTS
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

Vacancies listed were approved by Finance & Personnel unless otherwise indicated.

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

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>DOA-INFORMATION & TECHNOLOGY MGMT. DIVISION</u>			
6905	UCC Customer Services Rep. III	6HN	11/2/18	
	<u>ASSESSOR</u>			
6875	Office Assistant III	6FN	4/28/18	
	<u>COMPTROLLER</u>			
6892	City Payroll Specialist	5GN	1/5/19	
	<u>DEPT. OF CITY DEVELOPMENT</u>			
6878	Program Assistant I	5EN	1/12/19	
6880	Economic Development Specialist	2GX	2/9/19	
	<u>FIRE & POLICE COMMISSION</u>			
6914	Emergency Comm. & Policy Dir.	2NX	1/14/19	
	<u>FIRE DEPARTMENT</u>			
6899	Fire Captain	4J	1/1/19	
6900	Fire Lieutenant	4E	2/10/19	
6901	Heavy Equipment Operator	4D	2/10/19	
	<u>HEALTH DEPARTMENT</u>			
6910	Office Assistant III	6FN	NA	
	<u>LIBRARY</u>			
6902	Library Branch Manager	1EX	2/10/19	
6903	Custodial Worker II-City Laborer	8DN	1/13/19	
	<u>MUNICIPAL COURT</u>			
6883	Court Services Asst. III	6FN	1/27/19	
	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>			
6863	Electrical Inspector I	2HN	1/5/19	
6884	Program Assistant II (2 positions)	5FN	2/1/19 7/20/14	
6885	Sprinkler Constr. Inspector	2HN	1/3/19	
6906	Office Assistant III	6FN	1/27/19	
	<u>POLICE DEPARTMENT</u>			
6887	Forensic Processor Supervisor	1AX	NA	
6888	Forensic Identification Proc. (5 pos.)	5DN	NA	
6907	Emergency Communications Mgr.	1IX	1/5/19	
6908	Police District Admin. Asst. (8 pos.)	6HN	NA	
	<u>DPW-ADMINISTRATIVE SERVICES</u>			
6896	Public Works Coordination Mgr.	1KX	2/5/19	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
6874	Engineer In Charge	1KX	12/19/18	
6898	Management Civil Engineer-Sr.	1IX	2/2/19	

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<u>DPW-OPERATIONS DIVISION</u>				
6831	Vehicle Services Technician II	7HN	12/22/18	
6866	Fleet Services Welder	7HN	1/3/19	
6869	Vehicle Services Tech. II (2 pos.)	7HN	12/30/18 1/23/18	
6871	Equipment Mechanic IV	7BN	2/29/19	
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>HEALTH DEPARTMENT</u>				
6652	Environmental Health Field Supv.	1CX	9/1/18	
6893	Public Health Nurse Coordinator	2GN	12/16/18	
6894	Public Health Nurse 1	2DN	1/26/19	
6895	Public Health Educator II	2CN	1/13/19	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>				
6886	Plumbing Inspector	2HN	1/16/19	
<u>DPW-TRANSPORTATION FUND</u>				
6867	Communications Asst. III (2 pos.)	6HN	1/14/19 TBD	
6868	Communications Asst. IV	6JN	1/1/19	
<u>DPW-SEWER MAINTENANCE FUND</u>				
6877	Civil Engineer II	2GN	1/27/19	
6881	Engineering Tech. II	3FN	1/12/19	

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>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