

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

DATE: February 1, 2023

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 1, 2023
CCFN 221481

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>ASSESSOR'S OFFICE</u>			
10085	Senior Property Appraiser 4 (2 positions)	2HN	1/20/23 2/1/23	
10120	Office Assistant III	6FN	2/4/23	
	<u>CITY ATTORNEY</u>			
10088	Legal Office Assistant	6JN	1/21/23	
	<u>DEPT. OF EMPLOYEE RELATIONS</u>			
10092	Human Resources Representative	2KX	1/22/23	
10093	Paralegal	2EN	1/11/23	
	<u>FIRE DEPARTMENT</u>			
10108	Office Assistant II	6FN	1/21/23	
	<u>FIRE AND POLICE COMMISSION</u>			
10077	Human Resources Representative	2HX	1/6/23	
	<u>HEALTH DEPARTMENT</u>			
10087	Office Assistant IV	6HN	1/13/23	
	<u>LIBRARY</u>			
10094	Library Services Manager	1GX	2/4/23	
10095	Library Services Coordinator	2EN	1/21/23	
10096	Custodial Worker II/City Laborer	8DN	12/11/22	
	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>			
10121	Operations Mgr.-Development Center	1GX	2/19/23	
10122	District Code Enforcement Supervisor	1EX	2/4/23	
10123	Elevator Inspector	2HN	8/6/21	
	<u>POLICE DEPARTMENT</u>			
10082	Police Officer (65 positions)	4B-801	n/a	
10107	Office Assistant III-PD	6FN	2/4/23	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
10083	Program Assistant II	5FN	1/21/23	
10090	Special Laborer (ES) (8 positions)	8GN	Various	

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10110	<u>DPW-OPERATIONS</u> Office Assistant IV (2 positions)	6HN	1/21/23 1/21/23	
10111	Fleet Services Manager	1JN	1/6/23	
10112	Fleet Acquisition Manager	1EX	12/23/22	
10113	Program Assistant II	5FN	12/31/22	
10114	Fleet Operations and Training Manager	1EX	11/27/22	
10115	Sanitation Inspector	3BN	1/15/23	
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>DEPT. OF CITY DEVELOPMENT</u>				
10091	Housing Rehab. Specialist	2GN	3/4/23	
<u>EMPLOYES' RETIREMENT SYSTEM</u>				
10079	Records Technician II	3FN	12/25/22	
<u>HEALTH DEPARTMENT</u>				
10109	WIC Program Manager	1EX	2/11/23	
<u>WATER WORKS</u>				
10099	Engineering Drafting Tech. IV	3NN	1/15/23	
10100	Engineering Drafting Tech. IV (2 pos.)	3NN	n/a 10/16/21	
10101	Engineering Technician IV	3NN	1/21/23	
10102	Engineering Technician IV (2 positions)	3NN	n/a 3/28/20	
10103	Water Plant Mach. Repair Person (3 pos.)	7QN	4/1/19 10/30/21	
10104	Equipment Mechanic IV	7EN	5/10/15 1/18/20	
10126	Network Coordinator-Senior	2GX	2/18/23	

SCHEDULE B - FUND TRANSFERS

Fund Transfers listed were approved by
Finance & Personnel

Finance and Personnel Committee Meeting: February 1, 2023
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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>DEPT. OF CITY DEVELOPMENT</u> 2022 Housing Zoning Code update Adv. Planning Fund 2022 unallocated	\$70,000.00	\$70,000.00	Plan to use ARPA to cover housing zoning code update expenses. This transfer will make the unrestricted funds available for other projects.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous