

Ref: CC File No. 200299
SF 20025

**ACTION TAKEN ON VACANCY REQUESTS
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

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

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

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>				
<u>ASSESSOR</u>				
7957	Office Assistant III	6FN	6/28/20	
7977	Senior Property Appraiser 4	2HN	7/5/20	
<u>COMPTROLLER</u>				
7988	Accounts Director	1KX	5/23/20	
<u>DEPT. OF CITY DEVELOPMENT</u>				
7961	Long Range Planning Mgr.	2KX	6/28/20	
<u>ELECTION COMMISSION</u>				
7989	Election Services Manager	1HX	6/13/20	
<u>DEPT. OF EMPLOYEE RELATIONS</u>				
7978	Diversity Recruiter	2FX	3/29/20	
<u>FIRE DEPARTMENT</u>				
7967	Fire Captain	4J	6/15/20	Held
7968	Fire Lieutenant (2 positions)	4E	7/12/20 7/12/20	Held
7969	Systems Analyst Assistant	2EX	7/12/20	
7970	IT Support Specialist Senior	2GN	6/17/20	
7971	Painter	2IN	6/27/20	
7972	Fire Equipment Machinist	7ON	6/26/20	
<u>LIBRARY</u>				
7953	Management Librarian	1EX	7/11/20	
7954	Branch Library Services Asst.	2CN	6/28/20	
<u>POLICE DEPARTMENT</u>				
7963	Communications Facilities Coord.	3SN	10/5/17	
7956	Office Assistant III	6FN	6/14/20	
7955	Office Assistant II (2 positions)	6EN	5/30/20 7/13/20	
7966	Emer. Vehicle Equip. Installer (2 pos.)	7EN	3/4/17 7/16/17	
7965	Police Fleet Supervisor	1BX	1/21/20	
7964	Captain of Police (2 positions)	4N-839	6/28/20 7/25/20	
<u>DPW-ADMINISTRATIVE SERVICES</u>				
7941	Civil Engineer II	2GN	7/28/19	
7942	Civil Engineer III	2IX	6/29/19	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
7973	Carpenter (3 positions)	7KN	6/27/20 10/31/15 1/4/17	
7981	Electrical Services Manager (Auxiliary)	1GX	7/26/20	

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<u>DPW-OPERATIONS DIVISION</u>				
7921	Fleet Maintenance Technician	7HN	11/10/19	
7950	Fleet Repair Supv.-Senior	1FX	6/14/20	
7949	Sanitation Inspector	3BN	6/15/20	
7948	Program Assistant II	5FN	6/14/20	
<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	
7909	Grant Monitor (2 positions)	2GX	4/1/20 4/24/20	
<u>DEFERRED COMPENSATION PLAN</u>				
7979	Deferred Comp. Plan Coordinator	2EX	7/1/20	
7980	Administrative Assistant II	6HN	7/18/20	
<u>DPW-WATER WORKS</u>				
7960	Municipal Services Electrician	7QN	1/9/20	
7962	Communications Asst. III	6HN	8/15/20	

SCHEDULE B - FUND TRANSFERS

The fund transfer listed was approved by the Finance and Personnel Committee.

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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

- Miscellaneous