

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

DATE: May 25, 2022

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: May 25 2022
CCFN 220098

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>DEPT. OF ADMINISTRATION</u>											
<u>OFFICE OF EQUITY AND INCLUSION</u>											
9504	Business Analyst - Senior	2EX	5/21/22	1	0	1	0	0	60% Grant funded	Int/Ext	x-2b
<u>ENVIRONMENTAL COLLABORATION OFFICE</u>											
9552	Environmental Sustainability Prog. Coord.	2IX	5/21/22	2	1	1	0	0	36% Grant funded	Int/Ext	x-2b
<u>ASSESSOR</u>											
9497	Office Assistant III	6FN	5/29/22	5	3	1	1	0		Int/Ext	x-2b
9494	Property Assessment Tech. II (2 pos.)	3GN	5/1/22	2	0	2	0	0		Int/Ext	x-2b
<u>CITY ATTORNEY</u>											
9490	Paralegal	5JN	5/14/22	4	2	1	0	1		Int/Ext	x-2b
9491	Paralegal (Aux./Temp.)	5JN	NA	4	3	1	0	0		Int/Ext	x-2b
9498	Assistant City Attorney V	2QX	5/4/22	35	25	1	0	9		Ext	x-2b
<u>DEPT. OF CITY DEVELOPMENT</u>											
9555	Economic Development Specialist	2GX	5/13/22	5	4	1	0	0		Ext	x-2b
<u>COMMON COUNCIL-CITY CLERK</u>											
9547	License Division Assistant Manager	1FX	TBD	1	0	1	0	0		Int	x-2b
9548	Legislative Fiscal Analyst-Lead	2HX	5/29/22	5	3	1	1	0		Ext	x-2b
9550	License Specialist III	5GN	4/30/22	2	1	1	0	0		Int	x-2b
9556	Administrative Assistant II	6HN	5/29/22	2	1	1	0	0		Int/Ext	x-2b
<u>COMPTROLLER</u>											
9510	Accounting Specialist	2GX	5/7/22	11	10	1	0	0		Int/Ext	x-2b
<u>ELECTION COMMISSION</u>											
9553	Administrative Services Coordinator	5JN	5/25/22	1	0	1	0	0		Int/Ext	x-2b
<u>FIRE AND POLICE COMMISSION</u>											
9500	Program Assistant I	5EN	5/15/22	2	1	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
9525	Assistant Fire Chief	4RX	5/28/22	3	2	1	0	0		Int	x-1
9531	Fire Health and Safety Manager	2IX	5/21/22	1	0	1	0	0		Int/Ext	x-1
9532	IT Support Specialist-Senior	2GN	5/28/22	2	1	1	0	0		Int/Ext	x-1
9529	Fire Lieutenant	4EN	6/12/22	135	134	1	0	0		Int	x-1
9528	Fire Captain	4JN	6/12/22	43	42	1	0	0		Int	x-1
9527	Battalion Chief, Fire	4MX	6/12/22	18	17	1	0	0		Int	x-1
9526	Deputy Chief, Fire	4OX	6/12/22	7	6	1	0	0		Int	x-1
<u>HEALTH DEPARTMENT</u>											
9542	Personnel Payroll Assistant III	5EN	5/29/22	1	0	1	0	0		Int/Ext	x-2b
9543	Microbiologist	2FN	5/15/22	9	7	1	0	1	10% CDC Immune	Ext	x-2b
<u>LIBRARY</u>											
9522	Office Assistant II	6EN	5/12/22	2	0	1	0	1		Int/Ext	x-2b
9523	Librarian III	2GN	5/29/22	65	56	1	0	8		Int/Ext	x-2b
9536	Custodial Worker II/City Laborer (2 pos.)	8DN	5/13/22	28	20	2	0	6		Ext	x-2b
9537	Library Circulation Manager	1EX	6/10/22	1	0	1	0	0		Int/Ext	x-2b

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9495	<u>MUNICIPAL COURT</u> Accounting Assistant II	6HN	5/1/22	4	2	1	1	0		Int/Ext	x-2b
9435	<u>POLICE DEPARTMENT</u> Police District Admin. Asst. (14 pos.)	6HN	Various	54	29	14	0	5		Ext	x-2b
9493	Admin. Lieutenant of Police	4LN-836	5/1/21	1	0	1	0	0		Int	x-1
9499	Crime and Intelligence Manager	1FX	8/1/21	3	1	1	0	1		Int/Ext	x-1
9519	Inventory Control Assistant III	6HN	4/1/22	1	0	1	0	0		Int	x-2b
9518	Inventory Control Assistant II	6HN	TBD	1	0	1	0	0		Int/Ext	x-2b
9533	Building Maint. Supervisor II (2 pos.)	1BX	TBD 6/3/22	4	1	2	0	1		Int/Ext	x-2b
9501	<u>DPW-ADMINISTRATIVE SERVICES</u> Accounting Assistant II	5HN	5/1/22	2	0	1	1	0		Int/Ext	x-2b
9515	<u>DPW-OPERATIONS DIVISION</u> Fleet Maintenance Technician	7HN	5/7/22	17	13	1	3	0		Int/Ext	x-2b
9516	Communications Assistant IV	6JN	5/29/22	3	1	1	1	0		Int	x-2b
9492	Vehicle Services Technician	7ON	4/21/22	53	45	1	6	1		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
9549	<u>EMPLOYEES' RETIREMENT SYSTEM</u> Office Assistant III	6FN	5/28/22	2	1	1	0	0	Pension Trust	Int/Ext	x-6
9544	<u>HEALTH DEPARTMENT</u> Microbiologist	2FN	5/15/22	9	7	1	0	1	STD APPS	Ext	X-6
9517	<u>DPW-TRANSPORTATION FUND</u> Communications Assistant III	6HN	5/11/22	8	6	1	1	0	Transportation Fund	Int	x-6
9521	Parking Enforcement Supervisor	1AX	5/29/22	4	2	1	1	0	Transportation Fund	Int	x-6
9507	<u>DPW-WATER WORKS</u> Civil Engineer II	2IN	5/16/22	5	4	1	0	0	Water Works	Int/Ext	x-6
9509	Water Distribution Operations Mgr.	1GX	5/14/22	1	0	1	0	0	Water Works	Int/Ext	x-6
9511	Water Repair Worker	8LN	4/2/22	67	52	1	14	0	Water Works	Int/Ext	x-6
9512	Water Meter Technician	7DN	5/16/22	22	17	1	4	0	Water Works	Int/Ext	x-6
9545	Administrative Services Coordinator	5JN	5/28/22	1	0	1	0	0	Water Works	Int/Ext	x-6
9546	Sr. Water Treatment Plant Operator	2GN	7/6/22	36	27	1	8	0	Water Works	Int/Ext	x-6