

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

DATE: November 1, 2017

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: November 1, 2017
CCFN 171005

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>DOA-BUDGET & MANAGEMENT DIVISION</u>											
4982	Administrative Specialist	2CN	12/4/17	1	0	1	0	0		Int/Ext	x-2b
<u>ASSESSOR</u>											
4970	Office Assistant III	6FN	10/12/17	7	6	1	0	0		Int/Ext	x-3
<u>COMMON COUNCIL-CITY CLERK</u>											
4977	License Specialist III	5GN	10/15/17	2	1	1	0	0		Int	x-2b
4978	Document Services Supervisor	2CN	1/7/18	1	0	1	0	0		Int	x-2b
<u>DEPT. OF CITY DEVELOPMENT</u>											
4979	Community Outreach Liaison	2EX	10/21/17	1	0	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
4983	Fire Mechanic I	7HN	10/7/17	9	8	1	0	0		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
4976	Network Manager	1GX	9/30/17	1	0	1	0	0		Int/Ext	x-3
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
4973	Office Assistant III	6FN	10/14/17	19	11	1	0	7		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
4972	Custodian Worker II/City Laborer	8DN	10/29/17	39	35	1	0	3		Int/Ext	x-2b
4986	Police Officer (65 positions)	4B-801	various	1444	1311	65	0	68		Int/Ext	x-1
4992	Human Resources Analyst-Sr.	2FX	11/11/17	2	1	1	0	0		Int/Ext	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
4935	Custodial Worker II/City Laborer	8DN	9/30/17	12	8	1	2	1		Int/Ext	x-2b
4965	Communications Assistant III	6HN	9/30/17	5	4	1	0	0		Int/Ext	x-2b
4966	Maintenance Technician II	3GN	6/21/17	4	2	1	2	0	5% Reimb.	Int/Ext	x-2b
4925	Municipal Services Electrician	7QN	9/15/17	79	78	1	0	0	60% Capital	Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
4984	Sanitation Yard Attendant (2 pos.)	8DN	9/13/17 10/16/17	15	11	2	1	1		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYEES' RETIREMENT SYSTEM</u>											
4964	Management Accountant-Senior	2EX	9/9/17	3	2	1	0	0	Pension Trust	Int	x-6
4967	Office Assistant III	6FN	11/18/17	2	1	1	0	0	Pension Trust	Int	x-6
4968	Records Technician II	6EN	10/19/17	2	1	1	0	0	Pension Trust	Int/Ext	x-6
<u>HEALTH DEPARTMENT</u>											
4974	Office Assistant II	6EN	10/22/17	6	5	1	0	0	CDBG	Int/Ext	x-6
4975	Public Health Social Worker	2DN	9/10/17	9	5	1	0	3	Home Visiting Grnt	Int/Ext	x-6
<u>DPW-PARKING FUND</u>											
4969	Communications Asst. III (2 pos.)	6HN	10/8/17 4/21/17	8	6	2	0	0	Parking Fund	Int/Ext	x-6
<u>DPW-WATER WORKS</u>											
4958	Water Distribution Repair Worker I	8FN	10/8/17	12	11	1	0	0	Water Works	Int/Ext	x-6
4959	Water Meter Technician	7DN	10/23/17	22	21	1	0	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

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Department Account Name	Amount of Transfer		Reason
	From	To	
<u>FIRE DEPARTMENT</u>			
Operating Expenditures	80,000		Computer and radio replacement needs are greater than anticipated. Funds are available due to lower than anticipated operating costs.
Special Fund-Computer Replacement		60,000	
Special Fund-Radio & Peripheral Repl.		\$20,000	
<u>DPW-OPERATIONS DIVISION</u>			
Operating Exp. - Energy	200,000		DPW Sanitation has exhausted the number of recycling and garbage carts budgeted for 2017. This transfer will allow Sanitation to purchase an additional 5,600 carts. Funds are available due to lower than expected fuel prices and e-waste costs.
Other Operating Services	80,800		
Equipment		280,800	

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous