

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

DATE: July 26, 2022

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: July 26, 2022
CCFN 220431

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-INFORMATION & TECHNOLOGY MANAGEMENT DIV.</u>											
9697	IT Project Manager	1HX	1/16/21	2	1	1	0	0		Int	x-2b
9698	UCC Customer Service Rep. III	6HN	7/12/22	7	5	1	0	1		Int/Ext	x-2b
<u>ASSESSOR</u>											
9669	Office Assistant II	6EN	7/10/22	1	0	1	0	0		Int/Ext	x-2b
<u>CITY ATTORNEY</u>											
9623	Special Deputy City Attorney	1NX	6/11/22	1	0	1	0	0		Int/Ext	x-2b
9712	Legal Office Assistant-Senior	6LN	7/23/22	1	0	1	0	0		Int	x-2b
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
9620	Human Resources Analyst-Senior	2HX	4/1/22	2	1	1	0	0		Int	x-2b
<u>FIRE DEPARTMENT</u>											
9701	911 Dispatcher (4 positions)	5IN	5/15/22 7/1/22 9/4/22 9/4/22	24	20	4	0	0		Int/Ext	x-1
<u>HEALTH DEPARTMENT</u>											
9694	Consumer Environmental Health Supv.	1DX	7/24/22	3	1	1	0	1		Ext	x-2b
9695	Doula Program Manager	1EX	7/23/22	1	0	1	0	0		Int	x-2b
9656	Laboratory Info. Systems Specialist	2HN	6/18/22	1	0	1	0	0		Ext	x-2b
<u>LIBRARY</u>											
9704	Librarian III	2GN	10/9/21	65	58	1	0	6		Int/Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
9678	Permit Desk Supervisor	1AX	8/20/22	1	0	1	0	0		Int/Ext	x-2b
9700	Office Assistant III	6FN	8/26/22	18	13	1	0	4		Int/Ext	x-2b
9710	Neighborhood Service Operations Dir.	1LX	8/4/22	2	1	1	0	0		Int/Ext	x-3
<u>POLICE DEPARTMENT</u>											
9676	Communications Facilities Coord.	3SN	9/4/22	2	1	1	0	0		Int/Ext	x-2b
<u>DPW-ADMINISTRATIVE SERVICES</u>											
9679	Permits and Communications Specialist	2FX	9/2022	1	0	1	0	0		Int/Ext	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
9681	Engineering Technician V	3RN	11/17/19	1	0	1	0	0	70% Capital	Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
9636	Equipment Parts Assistant	6IN	5/16/22	7	6	1	0	0		Ext	x-2b
9673	Communication Systems Manager	1FX	7/24/22	1	0	1	0	0		Int	x-2b
9674	Sanitation District Manager	1DX	7/24/22	6	5	1	0	0		Int/Ext	x-2b
9699	Self-Help Yard Attendant	8FN	7/13/22	8	5	1	2	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>HEALTH DEPARTMENT</u>											
9696	Lead Risk Assessor II	3LN	7/8/22	14	8	1	0	5	Lead Hazard Grant	Ext	x-6

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<u>DPW-SEWER MAINTENANCE FUND</u>											
9680	GIS Developer-Senior	2IX	NA	1	0	1	0	0	Sewer Maint. Fund	Int/Ext	x-6
9702	Engineering Drafting Tech. II (4 pos.)	3FN	NA	8	4	4	0	0	Sewer Maint. Fund	Int/Ext	x-6
<u>DPW-TRANSPORTATION FUND</u>											
9672	Tow Lot Assistant Manager	1CX	7/9/22	1	0	1	0	0	Transportation Fund	Int/Ext	x-6
<u>DPW-WATER WORKS</u>											
9685	Water Distribution Construction Mgr.	1EX	7/25/22	3	2	1	0	0	Water Works	Int/Ext	x-6
9686	Program Assistant I	6HN	7/24/22	1	0	1	0	0	Water Works	Int/Ext	x-6
9689	Water Meter Technician (2 positions)	7DN	6/17/22 6/26/22	22	15	2	5	0	Water Works	Int/Ext	x-6
9691	Water Repair Worker (2 positions)	8LN	7/8/22 7/10/22	67	55	2	10	0	Water Works	Int/Ext	x-6
9692	Customer Service Rep. III (2 positions)	6HN	7/3/22 7/10/22	16	9	2	5	0	Water Works	Int/Ext	x-6
9693	Communications Assistant V	6KN	7/10/22	6	5	1	0	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>ASSESSOR</u> Salaries and Wages Operating Expenditures	\$100,000.00	\$100,000.00	Fund transfer needed to accommodate payments made through IRIs for auxiliary workers. Salary funds available due to multiple vacancies.
<u>ELECTION COMMISSION</u> Salaries and Wages Operating Expenditures	\$399,158.00	\$399,158.00	The Election Commission has seen greater than expected expenditures in operating and require a transfer to cover additional costs through year end.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous