

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

DATE: October 29, 2025

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: October 29, 2025
CCFN 251051

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

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>DEPT. OF ADMINISTRATION - INFORMATION AND TECHNOLOGY MANAGEMENT DIVISION</u>			
11983	Finance Specialist	2GX	1/3/26	
	<u>ASSESSOR'S OFFICE</u>			
12030	Assessment Services Assistant 3	6KN	11/9/25	
	<u>CITY CLERK</u>			
12033	License Specialist III	5JN	1/3/26	
	<u>DEPT. CITY DEVELOPMENT</u>			
12017	Accounting Program Assistant III	5GN	10/26/25	
12018	Real Estate Development Specialist	2LX	4/3/25	
12019	Real Estate Dev. Specialist - Senior	2MX	11/23/25	
	<u>COMPTROLLER</u>			
12035	Accounting Specialist	2JX	2/27/26	
	<u>HEALTH DEPARTMENT</u>			
11992	Public Health Nurse Leader	2KN	9/27/25	
12007	Public Health Nurse Leader	2KN	8/30/25	
12008	Public Health Social Worker 3	2HN	9/17/25	
12009	Consumer Environ. Health Insp. 4	3SN	10/5/25	
12012	Deputy Commish. of Community Health	1PX	5/25/25	
12020	Public Health Nurse 3 (2 Positions)	2IN	7/7/24	
			4/19/24	
12022	Public Health Nurse 3	2IN	9/21/25	
12023	Public Health Nurse 3	2IN	TBD	
12027	Public Health Nurse 3	2IN	10/12/25	
12025	Public Health Assistant Lab. Director	1JX	10/12/25	
11999	Lead Project Inspector 2	7IN	NA	
12000	Comm. Health Admin. Specialist 3	5KN	NA	
	<u>LIBRARY</u>			
12014	Custodial Worker 2 (2 Positions)	8BN	10/27/24	
			10/19/24	
12034	Human Resources Assistant	5JN	11/1/25	
	<u>POLICE DEPARTMENT</u>			
11969	Police Sergeant (5 Positions)	4GN-831	2/2/25	HELD
			2/22/25	
			3/16/25	
			6/9/25	
			5/21/25	
			9/29/25	
11970	Police Lieutenant (3 Positions)	4LN-836	9/29/25	
			9/29/25	
			9/21/25	

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Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
12003	Police Officer (40 Positions)	4B-801	NA	
12005	Police Facilities Assistant Manager	1JX	TBD	
	<u>DPW-INFRASTRUCTURE SERVICES DIVISION</u>			
12016	Program Assistant II	5IN	4/15/25	
	<u>DPW-OPERATIONS DIVISION</u>			
12011	Yard Attendant	8DN	TBD	
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
	<u>EMPLOYEE'S RETIREMENT SYSTEM</u>			
12006	Disability Specialist-Senior	2KX	10/12/25	
	<u>HEALTH DEPARTMENT</u>			
11995	Home Environmental Health Coordinator	2HN	8/17/25	
12024	Public Health Strategist (2 Positions)	2IX	10/10/25	
			10/10/25	
12026	Community Health Dietician 2 (4 Pos.)	2JN	8/25/23	
			7/16/24	
			8/9/24	
			8/17/24	
	<u>DPW - SEWER MAINTENANCE FUND</u>			
12001	Sewer Crew Leader (7 Positions)	8LN	9/17/18	
			2/16/18	
			2/29/24	
			7/12/25	
			8/16/24	
			6/20/25	
			10/10/25	
	<u>DPW-WATER WORKS</u>			
11986	Human Resources Representative	2KX	10/10/25	
12013	Water Field Supervisor	1FX	10/25/25	
12010	Equipment and Tool Mechanic 3	7DN	10/11/25	

SCHEDULE B - FUND TRANSFERS

Fund transfers listed were approved by
the Finance & Personnel Committee

Finance and Personnel Committee Meeting: October 29, 2025
CCFN 251051

Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>DEPARTMENT EMERGENCY COMMUNICATIONS</u>			
911 & Phone System Upgrade	\$5,687		Funds will be used to purchase software that enhances and streamlines the operations staff's efficiency and effectiveness.
CMS Upgrade	\$51,288		
Dispatch Software		\$56,975	
Telephone Switch Hardware Upgrade	\$69,545		Funds will be used to upgrade the phone system.
NICE/WORD System		\$69,545	

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous