

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

DATE: November 14, 2023

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: November 14, 2023  
CCFN 230983

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
				Auth.	Filled excl. this pos.	Recomm. Authori- zation	Vac. Prev. Appr.	Other Vac.		
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>										
<u>CITY TREASURER</u>										
10759	Accounting Assistant III	5EN	11/25/23	1	0	1	0	0		Int/Ext
<u>COMPTROLLER</u>										
10415	Accounting Specialist	2JX	6/1/23	11	8	1	1	1		Int/Ext
<u>DEPT. OF EMERGENCY COMMUNICATIONS</u>										
10780	Emerg. Communications HR Analyst-Sr.	2JX	11/26/23	1	0	1	0	0		Int/Ext
<u>DEPT. OF EMPLOYEE RELATIONS</u>										
10754	Human Resources Representative	2KX	11/8/23	8	6	1	1	0		Int/Ext
10755	Diversity Recruiter	2JX	10/28/23	1	0	1	0	0		Int/Ext
10770	Administrative Assistant II	6HN	11/13/23	1	0	1	0	0		Int/Ext
<u>FIRE DEPARTMENT</u>										
10785	Fire Captain	4JN	10/28/23	43	42	1	0	0		Int
10786	Fire Lieutenant	4EN	11/26/23	135	114	1	20	0		Int
<u>LIBRARY</u>										
10784	Custodial Worker 2 (2 positions)	8BN	10/27/23 11/21/23	24	14	2	0	8		Ext
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>										
10792	Office Assistant III	6FN	TBD	17	12	1	0	4		Int/Ext
10796	Res. Code Enforc. Inspector 4 (2 pos.)	7EN	11/12/23 11/12/23	37	27	2	0	8		Int/Ext
<u>POLICE DEPARTMENT</u>										
10760	Captain of Police	4NX-839	10/28/23	20	17	1	0	2		Int
10761	Office Assistant II	6EN	11/5/23	43	10	1	0	32		Int/Ext
10777	Police Sergeant (7 positions)	4GN-831	11/22-6/23	217	202	7	0	8		Int
<u>DPW-ADMINISTRATIVE SERVICES</u>										
10789	Leave Administration Coordinator	2KX	11/11/23	1	0	1	0	0		Int
10790	Human Resources Representative	2KX	11/11/23	3	2	1	0	0		Int
10795	Program Assistant II	5FN	11/25/23	1	0	1	0	0		Int
<u>DPW-INFRASTRUCTURE SERVICES</u>										
10751	Accountant III	2JX	10/13/23	2	1	1	0	0	50% Capital	Int/Ext
10788	Infrastructure HR Administrator	1IX	11/2/23	1	0	1	0	0		Int/Ext
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>										
<u>DOA-COMMUNITY BLOCK GRANT ADMIN.</u>										
10767	Grant Compliance Manager	2KX	8/19/22	3	2	1	0	0	ARPA	Int
<u>DEPT. OF CITY DEVELOPMENT</u>										
10753	Housing Rehab. Specialist 4	7KN	12/2/23	5	4	1	0	0	44% HOME;DCD-Prog.	Ext

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10782	<u>DPW--SEWER MAINTENANCE FUND</u> Engineering Drafting Technician IV	3NN	11/11/23	6	5	1	0	0	Sewer Maint. Fund	Int
10762	<u>DPW-TRANSPORTATION FUND</u> Parking Enforcement Supervisor	1CX	10/29/23	4	2	1	1	0	DPW Transportation Fund	Int/Ext
10756	<u>DPW-WATER WORKS</u> Water Chemist	2FN	11/14/23	9	8	1	0	0	Water Works	Int/Ext
10768	Water Field Supervisor	1FX	10/29/23	4	3	1	0	0	Water Works	Int/Ext
10769	Water Payroll Specialist	2IN	12/10/23	1	0	1	0	0	Water Works	Int/Ext
10771	Water Billing Specialist	5HN	10/28/23	5	3	1	1	0	Water Works	Int/Ext
10775	Water Repair Worker 3 (3 positions)	8FN	10/25/23 11/6/23 11/7/23	67	41	3	23	0	Water Works	Int/Ext
10774	Customer Service Rep. III	6HN	11/3/23	16	11	1	4	0	Water Works	Int/Ext
10773	Office Assistant IV	6HN	10/30/23	1	0	1	0	0	Water Works	Int/Ext
10772	Customer Service Rep. III (2 pos.)	6HN	11/1/23 10/28/23	16	12	2	2	0	Water Works	Int/Ext