

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

DATE: February 23, 2024

TIME: 9:00 A.M.

PLACE: Committee Room 301-B  
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: February 23, 2024  
CCFN 231613

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>				
<u>DOA - INFORMATION &amp; TECHNOLOGY MANAGEMENT DIVISION</u>				
10953	Unified Call Center Representative 3	5KN	TBD	
10935	IT Project Coordinator	2JX	5/10/23	
10942	Programmer Analyst	2LN	9/9/19	
10961	Database Associate	2JX	11/4/22	
<u>DOA - PURCHASING DIVISION</u>				
10975	Purchasing Agent - Senior	2JX	3/2/24	
<u>CITY ATTORNEY</u>				
10934	Assistant City Attorney I	2KX	2/7/24	
<u>CITY TREASURER</u>				
10973	Customer Service Representative III	6HN	2/10/24	
<u>DEPT. OF EMERGENCY COMMUNICATIONS</u>				
10952	911 Dispatcher (25 Positions)	5IN	NA	
<u>FIRE AND POLICE COMMISSION</u>				
10976	Program Assistant I	5EN	5/14/22	
<u>HEALTH DEPARTMENT</u>				
10957	Public Health Nurse Supervisor	1GX	2/3/24	
<u>LIBRARY</u>				
10970	Human Resources Assistant	5IN	1/26/24	
10971	Custodial Worker 2	8BN	2/4/24	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>				
10949	Office Assistant III	6FN	1/17/24	
<u>POLICE DEPARTMENT</u>				
10933	Crime and Intelligence Manager	1HX	TBD	
10939	Office Assistant II - NR	6EN	12/10/23	
10941	Forensic Processor Supervisor	1AX	2/18/24	
10962	Police Officer (130 Positions)	4B-801	NA	
10972	Police Aide (18 Positions)	6BN	NA	
<u>DPW-ADMINISTRATION</u>				
10981	Administrative Assistant II	6HN	2/24/24	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
10936	Bridge Operator	8GN	12/14/23	
10937	Bridge Operator Lead Worker	8EN	1/23/24	
10940	Inventory Control Assistant 1	8BN	11/28/23	
10948	Construction Management Engineer	1KX	2/10/24	
<u>DPW-OPERATIONS DIVISION</u>				
10951	Fleet Repair Supervisor	1GX	1/21/24	
10959	Sanitation Supervisor	1EX	1/18/24	
10950	Tire Repair Worker	7BN	12/10/23	

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Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>DOA - COMMUNITY BLOCK GRANT ADMINISTRATION</u>				
10974	Associate Director	1HX	2/10/24	
<u>EMPLOYES' RETIREMENT SYSTEM</u>				
10938	ERS Accounting Assistant	5IN	2/4/24	
<u>HEALTH DEPARTMENT</u>				
10945	Emergency Response Planning Coord.	2HN	12/26/21	
10958	Public Health Educator II	2CN	2/3/24	
10966	Nurse Practitioner	2OX	NA	
10967	Nurse Practitioner	2OX	1/8/22	
<u>DPW-WATER WORKS</u>				
10955	Communications Assistant V	6KN	3/2/24	
10977	Water Repair Worker 3 (3 Positions)	8FN	2/4/24 2/18/24 2/18/24	
10978	Water Meter Technician	8EN	2/1/24	
10979	Accounting Assistant III	5EN	2/17/24	
10980	Water Chemist - Senior	2EN	3/2/24	

SCHEDULE B - FUND TRANSFERS

Fund transfers listed were approved by the Finance and Personnel Committee

Finance and Personnel Committee Meeting: February 23, 2024  
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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u> 2023 Salaries & Wages 2023 Operating Expenditures	\$160,000	\$160,000	Operating account shortage due to reimbursements to other city departments and increased expenditures for temporary employees during the 2023 fiscal year.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous