

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

DATE: June 18, 2025

TIME: 9:15 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: June 18, 2025  
CCFN 250315

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 - BUDGET AND MANAGEMENT DIVISION</u>			
11816	Budget & Fiscal Policy Manager	2MX	10/30/22	
	<u>DEPT. CITY DEVELOPMENT</u>			
11810	Program Assistant I	5GN	6/3/25	
	<u>DEPT. EMERGENCY COMMUNICATIONS</u>			
11802	Emergency Comms. Officer V (15 Pos.)	5NN	NA	
	<u>FIRE AND POLICE COMMISSION</u>			
11809	Program Assistant I	5GN	6/22/25	
	<u>FIRE DEPARTMENT</u>			
11807	Fire Captain	4JN	5/31/25	
	<u>HEALTH DEPARTMENT</u>			
11798	Disease Intervention Specialist 3	2FN	6/7/25	
11805	Public Health Nurse Leader	2KN	6/10/25	
	<u>LIBRARY</u>			
11811	Librarian III (4 Positions)	2IN	12/22/24 6/22/25 7/6/25 NA	
	<u>DEPT. NEIGHBORHOOD SERVICES</u>			
11812	District Code Enforcement Supervisor	1IX	6/22/25	
11813	Office Assistant III	6GN	5/31/25	
	<u>POLICE DEPARTMENT</u>			
11791	Systems Analyst - Project Leader	2OX	NA	
11792	Systems Analyst - Senior	2MX	NA	
	<u>DPW-INFRASTRUCTURE SERVICES DIVISION</u>			
11766	CADD and GIS Technician 3 (2 Pos.)	3TN	4/25/25 2/17/23	
11808	Engineering Technician IV	3TN	8/21/22	
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
	<u>HEALTH DEPARTMENT</u>			
11804	Workforce Development Administrator	2MX	6/21/25	
	<u>DPW-WATER WORKS</u>			
11803	Water Repair Crew Leader	8JN	5/25/25	

## SCHEDULE B - FUND TRANSFERS

Fund Transfers listed were approved by the Finance and Personnel Committee.

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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>FIRE AND POLICE COMMISSION</u> 2025 Pre-Employment Screening Account 2025 Operating Account	\$260,631	\$260,631	When carryover from 2024 to 2025 was accomplished, this amount was added to Special Fund R312. Consistent with the intent of the carryover, this now transfers that amount to the Operating account as outlined in the BMD-18 to help fund background investigation costs.

## SCHEDULE C - GENERAL MATTERS

1. Miscellaneous