

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

DATE: May 24, 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: May 24, 2023
CCFN 230068

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. Authorization	Vac. Prev. Appr.	Other Vac.		
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>										
<u>DOA-INFORMATION & TECHNOLOGY MANAGEMENT DIV.</u>										
10378	UCC Customer Service Rep. III	6HN	3/7/23	7	6	1	0	0		Int/Ext
10379	UCC Customer Service Rep. IV	6JN	1/22/23	2	1	1	0	0		Int/Ext
10398	Administrative Services Coordinator	5JN	5/30/23	1	0	1	0	0		Int/Ext
<u>CITY ATTORNEY</u>										
10354	Assistant City Attorney V	2QX	5/13/23	35	27	1	3	4		Ext
<u>CITY TREASURER</u>										
10377	Investments & Financial Services Spec.	2IX	6/10/23	1	0	1	0	0		Int/Ext
10347	Customer Service Rep. III	6HN	5/27/23	5	4	1	0	0		Int/Ext
10346	Customer Service Specialist	1FX	5/13/23	2	1	1	0	0		Int
<u>HEALTH DEPARTMENT</u>										
10368	Health Data & Evaluation Director	1GX	5/9/23	1	0	1	0	0	15% Hlth Disparities	Int/Ext
10376	Human Resources Assistant	5IN	5/28/23	1	0	1	0	0		Int/Ext
<u>LIBRARY</u>										
10383	Library Reference Assistant	2CN	6/4/22	18	17	1	0	0		Int
10381	Research & Policy Coordinator	2HX	5/28/23	1	0	1	0	0		Ext
10380	Library Services Manager	1GX	5/5/23	27	17	1	0	9		Ext
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>										
10355	Electrical Inspection Supv.	1GX	4/16/23	1	0	1	0	0		Ext
10357	Plumbing Inspector	2HN	5/13/23	22	19	1	0	2		Int/Ext
10358	Office Assistant III	6FN	4/29/23	17	12	1	0	4	100% Reimbursable	Int/Ext
10359	Office Assistant III	6FN	5/14/23	17	12	1	0	4		Int/Ext
10360	Residential Code Enf. Inspector	3LN	TBD	38	26	1	0	11		Int/Ext
10401	Mechanical Plan Examiner III	2JN	5/20/23	2	1	1	0	0		Int/Ext
<u>POLICE DEPARTMENT</u>										
10348	Human Resources Assistant	5IN	5/28/23	1	0	1	0	0		Int/Ext
10349	IT Support Specialist-Sr. (2 pos.)	2GN	7/10/22	7	5	2	0	0		Int/Ext
			10/16/22							
10350	Administrative Assistant III	5FN	4/1/22	7	5	1	0	1		Int/Ext
10385	Police Aide (20 positions)	6BN	NA	67	2	20	0	45		Ext
10386	Community Service Officer (25 pos.)	5EN	NA	25	6	25	0	0		Int/Ext
10397	Office Assistant III	6FN	5/20/23	21	9	1	0	11		Int/Ext
<u>DPW-INFRASTRUCTURE SERVICES</u>										
10362	Municipal Serv. Electrician-Apprentice (2 positions)	7QN	9/3/22	2	0	2	0	0	50% Cap., 25% Reimb.	Int/Ext
			11/16/22							
<u>DPW-OPERATIONS DIVISION</u>										
10388	Sanitation Project Analyst	2FX	5/20/23	1	0	1	0	0		Int/Ext
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>										
<u>COMPTROLLER</u>										
10351	Accounting Coordinator II	2DN	5/27/23	2	1	1	0	0	CDBG (40%), HOME (36%), ARPA (20%)	Int/Ext

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<u>HEALTH DEPARTMENT</u>										
10365	Health Project Supervisor-WIC	1CX	5/14/23	2	1	1	0	0	WIC	Ext
10390	Public Hlth. Emerg. Resp. Plng. Coord.	2HN	8/20/22	4	3	1	0	0	Bioterrorism Prep. Grnt.	Int/Ext
10391	Data and Evaluation Coordinator	2HX	NA	1	0	1	0	0	ARPA (State COVID)	Ext
10402	Family Violence Prev. Prog. Coord.	2GX	NA	2	1	1	0	0	ARPA	Int/Ext
<u>SEWER MAINTENANCE FUND</u>										
10332	Sewer Field Investigator (2 pos.)	8IN	4/1/22 12/1/22	5	3	2	0	0	Sewer Maint. Fund	Int
10333	Sewer Examiner (2 positions)	8JN	4/1/22 2/2/22	3	1	2	0	0	Sewer Maint. Fund	Int
<u>TRANSPORTATION FUND</u>										
10389	Communications Assistant IV	6JN	5/6/23	5	4	1	0	0	Transportation Fund	Int/Ext
<u>DPW-WATER WORKS</u>										
10363	Water Plant Machine Repairperson	7QN	4/5/22	18	9	1	0	8	Water Works	Int/Ext
10369	Water Plant Automation Cntrl. Engineer	2IN	8/6/22	4	3	1	0	0	Water Works	Int/Ext
10370	Water Field Supervisor	1BX	5/2/23	4	3	1	0	0	Water Works	Int/Ext
10371	Water Field Supervisor	1BX	10/1/23	12	11	1	0	0	Water Works	Int/Ext
10372	Water Plant Steamfitter-HVACR Mech.	7RN	5/29/23	1	0	1	0	0	Water Works	Int/Ext
10373	Water Plant Machine Repairperson	7QN	5/15/23	9	5	1	3	0	Water Works	Int/Ext
10374	Water Repair Worker	8LN	5/5/23	67	39	1	27	0	Water Works	Int/Ext